

**LOAN REQUEST APPLICATION AND
 PACKAGE CHECKLIST**

The following information must be provided to complete a loan application package. Please use this sheet and attach all other required information as necessary .

PART 1 - BUSINESS INFORMATION

Business Name		Date Established	
Business Street Address		City	State & Zip
Business Phone	Fax Number	Business e-mail address	
# of Employees	Projected # of Employees	Business DUNS # if available	

Loan Request Information

Loan Amount Requested	\$
Use of Funding	
Renovation	\$
Acquisition of Equipment	\$
Purchase of Inventory	\$
Working Capital	\$
Other	\$
TOTAL	\$

Collateral Offered to Secure Loan:

Business References

Accountant	
Attorney	
Banker	

Additional documents for Loan application review:

- Business Plan
- Personal and/or Business Income Taxes (past three years)
- Appraisal on the collateral being offered if available
- Certificate of Good Standing (or article of incorporation)
- Copy of lease for current or proposed business location
- Buy/Sell agreement if property of business is being purchased under the project.
- List of all equipments to be purchased along with written estimates.
- Estimates and contracts for all renovations
- Taxes affidavit

PART 2 - PRINCIPAL/GUARANTOR(1)

Personal information					
First Name	Middle Int.	Last Name	Home Phone	Cell Phone	Email Address
Home Street Address			City	State & Zip	
Race (mark1 or more)	Ethnicity	Veteran Status	Gender	Disability	
American Indian <input type="checkbox"/>					

Alaska Native	<input type="checkbox"/>	Hispanic	<input type="checkbox"/>	No Military	<input type="checkbox"/>	Male	<input type="checkbox"/>	Yes	<input type="checkbox"/>
Asian	<input type="checkbox"/>			No Reserve	<input type="checkbox"/>				
African American	<input type="checkbox"/>	Not Hispanic	<input type="checkbox"/>	Veteran	<input type="checkbox"/>	Female	<input type="checkbox"/>	No	<input type="checkbox"/>
Native Hawaiian	<input type="checkbox"/>			Active Duty	<input type="checkbox"/>				
Pacific Islander	<input type="checkbox"/>			Spouse of	<input type="checkbox"/>				
White	<input type="checkbox"/>								

Employer Name	Position/Occupation	Length of Employment
Employer Address	City	State & Zip Code

PART 3 - CO-SIGNER/GUARANTOR(2)

Personal Information

First Name	Middle Int.	Last Name	Home Phone	Cell Phone	Email Address

Home Street Address	City	State & Zip

Race (mark1 or more)	Ethnicity	Veteran Status	Gender	Disability			
American Indian	<input type="checkbox"/>						
Alaska Native	<input type="checkbox"/>	Hispanic	<input type="checkbox"/>	Male	<input type="checkbox"/>	Yes	<input type="checkbox"/>
Asian	<input type="checkbox"/>						
African American	<input type="checkbox"/>	Not Hispanic	<input type="checkbox"/>	Female	<input type="checkbox"/>	No	<input type="checkbox"/>
Native Hawaiian	<input type="checkbox"/>						
Pacific Islander	<input type="checkbox"/>						
White	<input type="checkbox"/>						

Employer Name	Position/Occupation	Length of Employment
Employer Address	City	State & Zip Code

NOTE: The client will pay for any expenses during the processing of this application. This includes, but is not limited to, attorney fees, credit report fees, recording fees, appraisal fees and title insurance fees. Client gives permission to HEDCO, Inc. to share this information with other parties as needed. It is hereby represented by the undersigned as an inducement to HEDCO, Inc. to approve the Loan requested herein, that to the best of my knowledge and belief no information or data contained in the application or in the attachments are in any way false or incorrect and that nonmaterial information has been omitted, including Financial Statements. The undersigned agrees that Bank, Credit Agencies and References are hereby authorized now, or anytime in the future, to give to HEDCO, Inc. any and all information in connection with matters referred to in this application. In addition, the undersigned agrees that the funds provided pursuant to this application will be utilized exclusively for the purposes represented in this application, as may be amended.

Signature of Principal/Guarantor(1)
Print Name _____

Date

Signature of Co-Signer/Guarantor(2)
Print Name _____

Date