



## Financial Information Requirements

The following provides an outline of the information required of all applicants and guarantors. It is important that the application is completed in detail and that all financial statements and tax returns are signed and dated. Please include supporting schedules with personal and business tax returns.

<u>Individuals/Co-Owners/Guarantors:</u>	<u>Privately Held Corporations/Partnerships/ LLCs:</u>
<input type="checkbox"/> 1. Completed Application – signed and dated – including “Request for Credit” form below.	<input type="checkbox"/> 1. Completed Application – signed and dated – including “Request for Credit” form below.
<input type="checkbox"/> 2. Current signed and dated personal financial statement.	<input type="checkbox"/> 2. Previous 2 years financial statements. If audited statements, skip item 4.
<input type="checkbox"/> 3. Verification of Liquid Assets (most recent bank statement, IRA, stock holdings, etc.).	<input type="checkbox"/> 3. Current interim statements.
<input type="checkbox"/> 4. Last 2 years <b>signed</b> Federal income tax returns <b>including schedules, W2s, K-1s</b> .	<input type="checkbox"/> 4. Previous 2 years Federal tax returns, <b>including schedules and K-1s</b> .
<input type="checkbox"/> 5. If current year tax return is not complete include extension, W2(s) and K-1(s).	<input type="checkbox"/> 5. Company description, brochure, or website address.
<input type="checkbox"/> 6. Current payroll stub.	<input type="checkbox"/> 6. Guarantor(s) required – See “ <b>Individuals/Co-Owners/Guarantors</b> ” section.
<input type="checkbox"/> 7. Specification sheet.	<input type="checkbox"/> 7. Specification sheet.

Note: The above is only a guideline. Specific situations may require more information.

## Request for Joint / Individual Credit

Please check the appropriate box, sign and return along with the application package.

<input type="checkbox"/> I am requesting credit as an individual in my own name and am relying on my own income and assets and not the income and assets of another person.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; text-align: center; border-bottom: 1px solid black;"><b>Applicant</b></td> <td style="width: 40%; text-align: center; border-bottom: 1px solid black;"><b>Date</b></td> </tr> </table>	<b>Applicant</b>	<b>Date</b>		
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<input type="checkbox"/> I am requesting credit as an individual in my own name and am relying on my own income and assets as well as the income and assets from other sources.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; text-align: center; border-bottom: 1px solid black;"><b>Applicant</b></td> <td style="width: 40%; text-align: center; border-bottom: 1px solid black;"><b>Date</b></td> </tr> </table>	<b>Applicant</b>	<b>Date</b>		
<b>Applicant</b>	<b>Date</b>				
<input type="checkbox"/> I am requesting credit jointly or an account that I will use with another person. We intend to apply for joint credit.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; text-align: center; border-bottom: 1px solid black;"><b>Applicant</b></td> <td style="width: 40%; text-align: center; border-bottom: 1px solid black;"><b>Date</b></td> </tr> <tr> <td style="width: 60%; text-align: center; border-bottom: 1px solid black;"><b>Co-Applicant</b></td> <td style="width: 40%; text-align: center; border-bottom: 1px solid black;"><b>Date</b></td> </tr> </table>	<b>Applicant</b>	<b>Date</b>	<b>Co-Applicant</b>	<b>Date</b>
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