

Checklist for Loan Application

General

990 Form	Copy of the Last 3 years
Financial Statement (Balance Sheet and Profit & Loss)	Last 3 years and most current
Debt Schedule	
Organization Overview	Website Address
Current list of Board Members	
By Laws	Copy
Board of Organization or Minutes from the Last meeting stating current officers	Copy
Employer Identification Number	
Resumes of key management	

Real Estate

Purchase agreement (if a purchase)	
Last 3 years rent roll (if Leased)	
Existing leases corresponding to rent roll	
Previous appraisals (if applicable)	