

## INFORMATION NEEDED TO SUBMIT AN APPLICATION

We strive to obtain approvals for all applications as quickly as possible. When we have the following information, we can work quickly.

### For applications \$25,000 - \$50,000

1. Application. Completed with all information and signed by the applicant
2. Sales order. The equipment proposal or signed sales order including:
  - Cost per piece
  - Delivery, shipping and tax shown as separate line items
3. Bank statements. The last three months business bank statements and personal bank statements with the balances shown.
4. Schedule C from the tax return if the business is a sole proprietorship. The oldest Schedule C from prior years personal tax returns in order to establish time in business

### For applications >\$50,000

1. Application. Completed with all information and signed by the applicant
2. Sales order. The equipment proposal or signed sales order including:
  - Cost per piece
  - Delivery, shipping and tax shown as separate line items
3. Bank statements. The last three months business bank statements and personal bank statements with the balances shown.
4. Schedule C from the tax return if the business is a sole proprietorship. The oldest Schedule C from prior years personal tax returns in order to establish time in business.
5. Tax returns. The most recent two years federal tax returns for:
  - All guarantors
  - Business (if applicable)
6. Financial statements. Personal and business financial statements for the last two years. Interim financial statements may be required.

How can we help you?  
Questions?

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