



FIRSTLIBERTY
BANK

Commercial Business Loan Application Checklist

Business Financial Documentation

- Fiscal Year End Business Financial Statements for Prior Three Years, if available.
- Current Year To Date Financial
- Current Debt Schedule, if Not Included Within Detail of Financial Statement
- Business Federal Tax Returns for Prior Three Years, to include all Supporting Schedules and Exhibits (Extension for Current Year If Not Filed).
- Business Plan

Personal Financial Documentation (needed for Every Guarantor, Partner, or Owner with at least 20% ownership)

- Current Signed Personal Financial Statement
- Personal Federal Tax Returns for Prior Three Years, to include all Supporting Schedules and Exhibits (Extension for Current Year If Not Filed).
- Copy of Driver's License and One Other Form of Identification

Legal Entity Documentation (As Applicable)

- Sole Proprietorship
 - Assumed Name Certificate, if Applicable
- Partnership
 - Partnership Agreement with All Exhibits, Signed by Partners
- Limited Liability Company (LLC)
 - Operating Agreement
 - Certificate of LLC
- Corporation (Inc)
 - Articles of Incorporation
 - Bylaws
 - Certificate of Incorporation

Real Estate (As Applicable)

- Copy of Purchase Agreement
- Copy of Contract/Bid for Work to be Done
- Copy of Budget on Construction or Remodel Loans
- Copy of Deed for Properties Already Owned

Miscellaneous (As Applicable)

- List of Collateral with Make, Model, and Serial # For Any Item Valued \$20,000+
- Copy of Insurance for Collateral
- Copy of Business Purchase Agreement of any Operating Business to be acquired.