



NEW CREDIT SUBMISSION CHECKLIST

The Following Documents are needed for your new credit submission. Please submit **ALL** documents so we can expedite your request.

- Cover Memo with Story Line
- Broker Application
- Copy of Signed Credit Application from Customer
- Asset Information
- Vendor Information
- 3 mo. Business Bank Statements
- 3 mo. Guarantor Bank Statements - **Start Ups Only**
- Credit Reports for Principals / Guarantors
- Personal Financial Statement - **Start Ups Only**
- IRS Returns - **Start Ups Only**
- Resume / Bio for Principals / Guarantors - **Start Ups Only**
- Business Plan / Marketing Strategy - **Start Ups Only**
- 12 Mo. Projections - **Start Ups Only**