



APPLICATION CHECKLIST
PLEASE PROVIDE THE ITEMS MARKED WITH AN "X"

BUSINESS INFORMATION

X	DESCRIPTION
	504 APPLICATION FORM
	A DESCRIPTION OF THE BUSINESS (<i>FORM INCLUDED</i>)
	BUSINESS FINANCIAL STATEMENTS FOR THE LAST 2 YEARS FOR BOTH THE OPERATING COMPANY AND THE HOLDING COMPANY, IF APPLICABLE
	INTERIM FINANCIAL STATEMENT DATED WITHIN THE LAST 60 DAYS FOR BOTH THE OPERATING COMPANY AND THE HOLDING COMPANY, IF APPLICABLE
	AGING OF ACCOUNTS RECEIVABLE AND PAYABLE
	PROJECTED INCOME STATEMENT FOR TWO YEARS AFTER THE LOAN
	FOR A NEW BUSINESS (LESS THAN 2 YEARS IN EXISTENCE) A MONTHLY CASH FLOW ANALYSIS FOR THE FIRST 12 MONTHS OF OPERATION OR FOR 3 MONTHS BEYOND THE BREAK-EVEN POINT (WHICHEVER IS LONGER) TOGETHER WITH A DESCRIPTION OF ASSUMPTIONS.
	BUSINESS DEBT SCHEDULE FOR BOTH THE OPERATING COMPANY AND THE HOLDING COMPANY, IF APPLICABLE (<i>FORM INCLUDED</i>)
	FEDERAL TAX RETURNS FOR THE LAST 2 YEARS FOR BOTH THE OPERATING AND HOLDING COMPANY, IF APPLICABLE
	ARTICLES OF INCORPORATION AND BY-LAWS (<i>IF CORPORATION</i>)
	ARTICLES OF ORGANIZATION AND OPERATING AGREEMENT (<i>IF LLC</i>)
	FRANCHISE AGREEMENT, IF APPLICABLE
	THE NAMES OF AFFILIATED (THROUGH OWNERSHIP OR MANAGEMENT CONTROL) BUSINESS AS WELL AS THE LAST TWO FISCAL YEAR-END FINANCIAL STATEMENTS FOR EACH OF THESE FIRMS, IF APPLICABLE

PERSONAL INFORMATION *FOR EACH OWNER OF 20% OR GREATER*

X	DESCRIPTION
	PERSONAL TAX RETURNS FOR THE LAST 2 YEARS
	PERSONAL INFORMATION & RESUME FORM
	PERSONAL FINANCIAL STATEMENT (<i>FORM INCLUDED</i>)

REAL ESTATE INFORMATION

X	DESCRIPTION
	REAL ESTATE PURCHASE AGREEMENT OR SETTLEMENT SHEET
	EQUIPMENT QUOTES OR INVOICES
	EXISTING ENVIRONMENTAL STUDIES-IF AVAILABLE OR FILL OUT FORM