



## BRIDGE LOAN PROGRAM

### Application Checklist

- Signed and Completed Application.
- Copy of Government issued personal ID of all individual applicants (driver's license, state or federal ID).
- Copy of Federal Business tax returns for the last 2 completed years for all individual applicants, if 2019 business tax return not yet filed, include 2019 profit & loss statement along with 12/31/2019 business balance sheet
- Personal tax returns for the last 2 completed years with attached Schedule C (for all individual applicants, if available and where appropriate).
- Articles of Incorporation/By-Laws, if corporation
- Articles of Organization, Operating Agreement if LLC
- Certificate of Good Standing
- Corporate Resolution giving authority to borrow funds and execute loan documents, if applicable
- Additional information that the applicant believes would assist the Loan Review Committee in making its decision (such as a loan summary), including a statement as to why the business needs the loan.
- Understanding that a personal guarantee will be required.
- Letter of Intent to repay the loan once SBA and/or Financial Institution funding is obtained.