



Loan Application Checklist

Project Related

- Business Plan, including financial projections
- Executive Summary (existing business)
- Financial Statements for 2-3 yrs..
- Bank Statements for business account(s)
- Quotes / Invoices / Bill of Sale from vendors
- Insurance Quotation(s) (*Bldg, Contents, Auto, Marine, Liability, etc.*)
- Business License (or Receipt showing application for license);
- Fishing License/FDC (*if applicable*)
- Resume of Key Management
- Proof of title of assets being pledged (*Deeds, Conveyances etc.*)
- Property Appraisal or Marine Survey for assets being pledged
- Three (3) Contractor's estimates (*if building or renovation is part of allocation of funds*)
- Lease Agreement (*or Draft copy*)

Personal Requirements

- Passport, NIB Card, Driver's License, Voter's Card for each Borrower
- Personal Statement of Affairs
- Banking/Credit Reference(s)
- Loan print-out(s) from other bank(s)
- Two Character References (*Two per applicant –excluding family members*)
- Copy of Utility bill in applicant's name (*to assist with address verification*)
- Life Insurance over borrower(s) in amount of the loan (Post approval)

Requirements Specific to Industry/ Business Type:

Based on nature of project, specific information and government approval(s) will be requested

If Limited Company:

- Memorandums and Articles of Association
- Certificate of Incorporation
- Certificate of Good Standing
- Register of Shareholders
- Resolution to Borrow Funds
- Annual Return (for existing operations)

If Business is a Franchise

- Franchise Agreement