

MICROLOAN CHECKLIST (LOAN PACKAGE)



Full Name: _____ Date: _____ County: _____

Business Name: _____ Phone: _____

Email: _____ Mobile: _____

Years/Months in Business: _____ Credit Score: _____ Amount Requested: \$ _____

LOAN TYPE REQUESTED: Vehicle Equipment Inventory Line of Credit

All items listed below (package*) are to be submitted at the same time. For more information go to www.suncoastcreditunion.com/microloans or email us at microloans@suncoastcreditunion.com.



Each document must include the applicant's original signature and date.	✓	35 MONTHS or LESS***	EXISTING BUSINESS (3YRS+)
1. Completed Business Microloan Application, signed and dated .		Required	
2. Copy of the Driver's License.**			
3. Completed Personal Financial Statement, signed and dated **			
4. Documentation of business-oriented course completion from a Suncoast approved agency/community partner or incubator program or mPower Small Business Essential module.**		Required	Varies
THE FOLLOWING DOCUMENTS MAY BE REQUIRED UPON FURTHER REVIEW.			
5. Company's Business Plan, signed and dated .		Required	Varies
6. Three (3) years Cash Projections, signed and dated .		Required	Varies
7. Resumes of all the company's owners and management team, signed and dated **		Required	Varies
8. Previous two (2) years of company's detailed Income Statements and the current detailed year to date Income Statement, signed and dated .		If Available	Required
9. Previous two (2) years of company's detailed Balance Sheet and the most recent month end detailed Balance Sheet, signed and dated .		If Available	Required
10. Previous two (2) years of company's complete Tax Returns, with schedules and attachments, signed and dated .		If Available	Required
11. Previous two (2) Years complete Personal Income Tax Returns, with schedules and attachments, signed and dated **		Required	
12. Other Documents / Additional Information may be requested.		TBD	

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NOTES

* Incomplete packages will likely not be approved. Providing the information below does not guarantee loan approval.

**Documents are required for anyone who has 20%+ ownership of the company.

*** Start Up is defined by business less than three years old.

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