



SBA COMMUNITY ADVANTAGE

Financial Documentation Required

- BUSINESS INCOME STATEMENT AND BALANCE SHEETS (3 YEARS)
- INTERIM BUSINESS INCOME STATEMENT AND BALANCE SHEET (90 DAYS OR NEWER)
- CASH FLOW PROJECTIONS – 2 YEAR PRO-FORMA (PROJECTIONS)
- BUSINESS TAX RETURNS - (3 YEARS)
- PERSONAL TAX RETURNS - & W-2'S (3 YEARS)
- 60 DAYS COMPLETE PERSONAL BANK STATEMENTS
- PERSONAL FINANCIAL STATEMENT
- BUSINESS DEBT SCHEDULE
- ESTIMATED PROJECT COSTS-USE OF PROCEEDS
- SCHEDULE OF COLLATERAL
- DETAILED DESCRIPTION OF BUSINESS ASSETS WITH ESTIMATED VALUES
- 4506T (IRS Transcript Request)

Non-Financial Documentation Required

- BUSINESS EXECUTIVE SUMMARY (EXISTING BUSINESSES)
- COPY OF SOCIAL SECURITY CARD
- RESUME
- ACCOUNTS PAYABLE & RECEIVABLES; (IF APPLICABLE)
- COPY OF FRANCHISE AGREEMENT FOR BUSINESSES THAT ARE A FRANCHISEE (IF APPLICABLE)
- COPY OF STATE ISSUED ID/ DRIVERS LICENCE
- COPY OF LEASE AGREEMENT; (IF APPLICABLE)
- OCCUPATIONAL LICENSES CITY/COUNTY
- CURRENT CORPORATE FILING
- NEW AND/OR EXISTING CONTRACTS (IF APPLICABLE)
- ARTICLES OF INCORPORATION/BYLAWS (IF APPLICABLE)
- COPY OF BUSINESS INSURANCE (IF APPLICABLE)
- COPY OF WORKER'S COMP INSURANCE (IF APPLICABLE)
- COPY OF LIFE INSURANCE POLICY (IF APPLICABLE)
- SBA 7a REQUIRED DOCUMENTS (IF APPLICABLE)