

INFORMATION FOR MEACO LOAN

To begin the evaluation and application process with MEACO, the following information should be provided as early in the process as possible.

- ___ History and description of the business.
- ___ Copy of valid Driver License for all principals & guarantors.
- ___ Statement detailing the exact uses of the loan proceeds.
- ___ Balance sheet and a current operating statement (not older than 90 days), signed and dated.
- ___ Balance and Profit/Loss statement for the previous three years, signed and dated.
- ___ Financial statement and corporate income tax returns for the last three (3) years.
- ___ Credit report, current within 6-months of application, on all principals & guarantors.
- ___ Schedule which contains the original date and amount, present balance owed, interest rate, monthly payment, maturity and security for each loan or debt that your business currently has outstanding.
- ___ Schedule of debt financing planned for the next year beginning after the date of the current financial statements. The terms and conditions specified in the above item should be identified.
- ___ Any copies of existing or proposed lease or purchase agreement or other financing arrangements.
- ___ Preliminary plans and specifications and estimation of cost covering new construction and/or machinery and equipment.
- ___ Appraisal of the property (needed for closing).
- ___ Bank's letter stating the terms and conditions of its participation (Commitment Letter).
- ___ Your federal employee identification number and SIC code.
- ___ SBA Form 912 (Personal History Statement) on all officers and/or directors (regardless of ownership) and all owners of 20 percent or more of the Small Business Concern (SBC) affiliated stock. (SBA Form Attached)

- _____ Current personal financial statement (SBA Form 413) for each proprietor, partner and each stockholder with 20 percent or more ownership of the SBC. (SBA Form Attached)

- _____ Resolution from the Board of Directors (SBA Form 160) if a Corporation, authorizing the SBC to borrow and the Corporation's Articles of Incorporation. If a partnership is involved, provide a Partnership Agreement and Certificate as to Partners (SBA Form 160A). (IF APPLICABLE)

- _____ Names of affiliates and/or subsidiary firms. Last fiscal year and financial statements for the listed firms. (IF APPLICABLE)

- _____ If your business is a franchise, include a copy of the Franchise Agreement and the Franchiser's FTC Disclosure Statement. (IF APPLICABLE)



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