

# Small Business Loan Checklist

Thank you for your interest in St. Mary's Bank. We ask that you please make copies of all documentation that is submitted, as St. Mary's Bank will be retaining this information for its files.

- Completed and Signed Business Loan Application
- Completed and signed Personal Financial Statement
- Business Tax Returns, signed, for the last 2 years required, with all attached schedules
- Interim Financial Statements (Profit and Loss Statement and Balance sheet) if tax year ended more than 6 months ago
- Personal Tax Returns, signed, for the last 2 years required, with all attached schedules
- Attach a photocopy of each borrower(s)/Guarantor(s) Driver's License
- Corporation/Partnership/Trust Agreement Documents
- Copy of Purchase and Sale Agreement or Invoice, if loan is for the purchase of a vehicle, equipment or other fixed assets
- Proof of insurance coverage for assets offered as collateral
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

*St. Mary's Bank reserves the right, at any subsequent time, to request additional information in order to process your loan application. We are unable to make a decision on your application until all information is received in good order and reviewed by St. Mary's Bank.*