

# Member Business Credit Application

**Amount Requested:** \$ \_\_\_\_\_ **Term Requested:** \_\_\_\_\_ **Application for:**

**Loan Purpose:** \_\_\_\_\_  Business Term Loan

**Collateral Description:** \_\_\_\_\_  Commercial Real Estate Loan

\_\_\_\_\_  Business Line of Credit

\_\_\_\_\_  Other: \_\_\_\_\_

**Market Value:**

1. \_\_\_\_\_ \$ \_\_\_\_\_

2. \_\_\_\_\_ \$ \_\_\_\_\_

Member Business Information				
Legal Name of Member (Borrower)				
DBA (If Applicable)			Tax I.D. Number	
Principal Place of Business Address (not P.O. Box)				
City	State	County	Zip	
Mailing Address (if different)				
City	State	Zip		
Primary Contact Name		Business Telephone	Business Fax	
Date Business Established	# of years under current ownership	State of Registration	Annual Sales \$	
Describe Products/Services			Current Number of Employees	
Type of Ownership (Select One)		<input type="checkbox"/> General Partnership	<input type="checkbox"/> Limited Partnership	<input type="checkbox"/> Non Profit
<input type="checkbox"/> Proprietorship		<input type="checkbox"/> C-Corp.	<input type="checkbox"/> S-Corp.	<input type="checkbox"/> LLC
		<input type="checkbox"/> Professional Association	E-Mail Address	

Owner(s) Information			
Full Legal Name	Social Security Number	Percentage of Ownership	Title Currently Held
		%	
		%	
		%	
For more than three owners attach additional sheet(s).			

Account Disclosures				
Name of Institution or Broker	Type of Account	Account Number	When Opened	Current Balance
Current Loans: Name of Lender	Rate	Collateral Description	Amount of Monthly Payment	Current Balance

For more than four loans use the Member Business Debt Schedule

**Additional Information**

- Has applicant ever obtained credit under another name?  Yes  No
- Is applicant liable for debts not shown, including any contingent liabilities such as leases, endorsements, guarantees, etc?  Yes  No
- Has applicant ever declared bankruptcy or had any judgments, garnishments, repossessions, or other legal proceedings filed against them?  Yes  No
- Is applicant currently a defendant in any suit or legal action?  Yes  No
- Are there any tax obligations, including payroll or real estates past due?  Yes  No
- Does any customer or supplier currently account for more than 20% of your business?  Yes  No

**Signatures**

The undersigned hereby instructs, consents and authorizes the **Northwest Florida BBIC**, and/or its agent(s), including, but not limited to Florida A&M University Federal Credit Union to obtain a credit report and any other information relating to their credit status in the following circumstances: (a) relating to the opening of an account or upon application for a loan or other product or service offered by BBIC by a commercial entity of which the undersigned is a principal, member, guarantor or other party; (b) thereafter, periodically according to the BBIC's credit review and audit procedures, and (c) relating to BBIC review or collection of a loan, account, or other BBIC product or service made or extended to a commercial entity of which the undersigned is a principal, member, guarantor or other party.

The undersigned certify everything stated on the front and back of this Member Business Credit Application and any other documents or information submitted in connection with this application true, accurate and complete. The undersigned understands that the BBIC will retain this Member Business Credit Application. The undersigned hereby authorizes BBIC to verify at any time any information submitted to the BBIC by or on behalf of the undersigned, obtain further information concerning the credit standing of the undersigned, including without limitation, credit and the exchange credit information concerning the undersigned with other individuals or entities, including, without limitation, any affiliate, subsidiary or other entity related to the BBIC. The undersigned authorizes the BBIC to consider this Member Business Credit Application and any other documents or information submitted with this application as a continuing statement of the financial condition until replaced by new financial information or until the undersigned specifically notifies the BBIC in writing of any change in such financial condition.

Signature (Applicant)	Title	Print Name	Date
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**Additional Requirements**

Please provide the following information at the time of application: (Failure to provide a complete application package will reduce our ability to serve you in a timely manner.)

- Most recent two years Business Income Tax Returns with all schedules attached.
- If more than six months has elapsed since your fiscal year-end, a current interim business financial statement.
- Current Personal Financial Statement(s) from all principals/owners with **20% or more** ownership of the business.
- Two years most recent Personal Tax Returns from all principals/owners with **20% or more** ownership of the business, with all schedules attached.

- For Equipment/Vehicle Loans:**
- Copy of invoice/title (as applicable).
  - Copy of insurance policy.

- For Line of Credit Requests:**
- Current Accounts Receivable and Accounts Payable Aging.

- For Real Estate Secured Loans :**
- Copy of the most recent property tax assessment.
  - Copy of existing appraisal, if available.
  - Copy of survey. IF NOT ATTACHED DATE COMPLETED\_\_\_\_\_.
  - For Purchase Transactions, a copy of the purchase contract and a warranty deed.
  - For rental real estate, copy of any leases and current rent roll.

**Other:**


