1st SouthWest Community Fund

DOCUMENT CHECKLIST

FOR LOAN REQUESTS

PROVIDED BY CUSTOMER:

- ☐ Business Plan
- ☐ Business Debt Schedule (only is business has previous debt)
- ☐ Entity Documentation
- ☐ IRS Letter Issued Letter with Tax ID (not applicable if they provide business tax returns)
- ☐ Government Issued ID for all individual borrowers and guarantors
- ☐ 2 years Business Tax Returns (if applicable, if not 2 years of financial projections)
- ☐ 2 years of Personal Tax Returns and K-1's
- ☐ Recent P&L and Balance Sheet
- ☐ Lease Agreement (if business is renting space)
- ☐ *Startups: 2 years of annual financial projections (P&L only) with detailed assumptions and crop plan (if producing crops)

PROVIDED BY FSWCF:

- ☐ FSWCF Online Loan Application
- ☐ Demographic Addendum Form
- ☐ E-Sign Authorization Form
- ☐ CCR Waiver & Notice Form
- ☐ Feature Me Release Form
- ☐ FSWCF Personal Financial Statement Form (signed PFS will authorize credit pull)

NO EXISTING CREDIT:

- ☐ Credit Reference Letter from FSWCF
- ☐ Customer will provide a bill for FSWCF to complete Credit Reference Letter
- ☐ Any utility bill (if we are able to contact company/individual) with their name and address