

# SEFCU Business Loan Application

## BUSINESS INFORMATION

Legal Name of Company: \_\_\_\_\_ Account #: \_\_\_\_\_

Trade Name (if different): \_\_\_\_\_ Federal Tax ID #: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Business Telephone Number: \_\_\_\_\_ Business Fax Number: \_\_\_\_\_

Type of Organization:

Corporation/S-Corp  Non-Profit Organization  Limited Liability Company/LLP

General Partnership/Ltd. Partnership  Other: \_\_\_\_\_

Industry/Business Type:

Manufacturing  Wholesale  Retail  Service  Other: \_\_\_\_\_

Date Business Established: \_\_\_\_\_ Current ownership and control since: \_\_\_\_\_

Number of Employees: Before Loan: \_\_\_\_\_ After Loan: \_\_\_\_\_ Net Annual Income: \_\_\_\_\_

Total Assets: \_\_\_\_\_ Total Liabilities: \_\_\_\_\_

Description of Business (including competitive advantages): \_\_\_\_\_

Does the company or do the owners of the company have ownership interest(s) in any other business?  Yes  No

If yes, please list the company name(s) and percentage of ownership: \_\_\_\_\_

Does the company have any additional business locations?  Yes  No If Yes, please list the addresses: \_\_\_\_\_

## OWNERSHIP / MANAGEMENT INFORMATION (list all owners of the company)

Name	Social Security #	Title	% Ownership	# Years in Line of Business	Monthly Housing Payment

## BUSINESS ACCOUNTS

Bank Name	Phone Number	Account Type	Account Number	Balance

## BUSINESS INDEBTEDNESS

To Whom Payable	Original Amount	Current Balance	Monthly Payment	Interest Rate	Collateral Pledged

Please list all leases, guaranties, commitments, contingencies or any other debts not listed on the financial statement (including operating leases) on a separate piece of paper.

## LOAN REQUEST INFORMATION

Type of Loan Requested	Requested Amount	Requested Term	Use of Proceeds
<input type="checkbox"/> Working Capital Line of Credit	\$ _____	Revolving	_____
<input type="checkbox"/> Business Term Loan	\$ _____	_____ months	_____
<input type="checkbox"/> SEFCU Visa Business Platinum (minimum \$2,500)*	\$ _____	Revolving	_____
<input type="checkbox"/> Commercial Real Estate Mortgage <i>(Real Estate Loan section below must be completed if this option is selected)</i>	\$ _____	_____	_____

\*Please attach a list of authorized users and desired credit limits for each.

### ADDITIONAL INFORMATION

Describe collateral: \_\_\_\_\_

## REAL ESTATE LOAN REQUESTS ONLY

If the loan will be secured by real estate, please provide the following information:

Property Type:  Retail  Office  Industrial  Warehouse  Multi-Family (number of units): \_\_\_\_\_  
 Other: \_\_\_\_\_

Do you currently own this property?  Yes  No % Occupied by Business: \_\_\_\_\_

Property titled or to be titled in the name(s) of: \_\_\_\_\_

Property Address: \_\_\_\_\_

Year Constructed: \_\_\_\_\_ Square Feet: \_\_\_\_\_ Number of Units: \_\_\_\_\_ Estimated Value: \_\_\_\_\_

## REGULATION B (Residential 1 – 4 Family Dwellings Only)

We may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

Borrower Initials \_\_\_\_\_ Co-Borrower Initials \_\_\_\_\_

## ADDITIONAL INFORMATION

Has your business or have any principals of the business been involved in a bankruptcy or insolvency proceeding?  Yes\*  No

Is your business or are any of the businesses currently involved in any pending judgments, claims, or lawsuits?  Yes\*  No

Does your business have any tax or employee payments which are delinquent or in dispute?  Yes\*  No

Have any principals of the business or guarantors (if any) ever been convicted of a felony?  Yes\*  No

Are any principals of the business and guarantors not United States citizens?  Yes  No

\*If you answered yes to any of the questions listed above, please provide a written explanation.

Business Accountant: \_\_\_\_\_

Business Attorney: \_\_\_\_\_

Business Insurance Agent: \_\_\_\_\_

## CERTIFICATION AND SIGNATURE(S)

The undersigned certifies that all the statements in this Business Loan Application and on each of the documents submitted with this application are true and complete. The undersigned authorize SEFCU to verify or check any necessary and reasonable inquiries including, but not limited to; obtaining credit reports, contacting references and obtaining criminal investigation reports regarding the information provided on this application. The undersigned acknowledges that all supporting information included in this application will remain the property of SEFCU. The undersigned further agrees to notify SEFCU of any material changes in the information provided.

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**INFORMATION FOR GOVERNMENT MONITORING PURPOSES**  
 (Please read - This section must be completed in order for the loan application to be processed)

The following information is requested by the Federal Government for certain types of loans related to a dwelling in order to monitor the lender's compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender may not discriminate either on the basis of this information, or on whether you choose to furnish it. If you furnish the information, please provide both ethnicity and race. For race, you may check more than one designation. If you do not furnish ethnicity, race, or sex, under Federal regulations, this lender is required to note the information on the basis of visual observation and surname if you have made this application in person. If you do not wish to furnish the information, please check the box below. (Lender must review the above material to assure that the disclosures satisfy all requirements to which the lender is subject under applicable state law for the particular type of loan applied for.)

**BORROWER**

- I do not wish to furnish this information
- Not applicable (Borrower is a trust or business)

**Ethnicity:**

- Hispanic or Latino
- Not Hispanic or Latino
- Information not provided by Borrower in mail, internet or telephone application
- Not applicable (Borrower is a trust or business)

**Race:**

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Information not provided by Borrower in mail, internet or telephone application
- Not applicable (Borrower is a trust or business)

**Sex:**

- Female
- Male
- Information not provided by Borrower in mail, internet or telephone application
- Not applicable (Borrower is a trust or business)

**To be Completed by Interviewer – (SEFCU Representative)**

- This application was provided by:
- Face-to-face interview
  - Mail
  - Telephone
  - Internet

**CO-BORROWER**

- I do not wish to furnish this information
- No Co-Borrower

**Ethnicity:**

- Hispanic or Latino
- Not Hispanic or Latino
- Information not provided by Co-Borrower in mail, internet or telephone application
- No Co-Borrower

**Race:**

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Information not provided by Co-Borrower in mail, internet or telephone application
- No Co-Borrower

**Sex:**

- Female
- Male
- Information not provided by Co-Borrower in mail, internet or telephone application
- No Co-Borrower

**Interviewer's Name (print or type)**

X

**Interviewer's Signature**

X

**Date**

**Interviewer's Phone Number (include area code)**

( ) -

**SEFCU Square  
 Commercial Services  
 469 State Street  
 Schenectady, NY 12305  
 518-831-2050 (option 2)  
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