

## RELIANT COMMUNITY FEDERAL CREDIT UNION BUSINESS CREDIT APPLICATION

Originating Office: \_\_\_\_\_ Branch No.: \_\_\_\_\_ MSR: \_\_\_\_\_

### 1. APPLICANT INFORMATION

Name of Company/Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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

Business Legal Address: \_\_\_\_\_  
 (Please do not list PO Boxes) Street City State Zip

Phone No.: \_\_\_\_\_ Tax Payer ID#: \_\_\_\_\_ E-mail: \_\_\_\_\_

Business Structure:  Corporation  LLC  Partnership  
 Proprietorship  Not for Profit Corp  Other: \_\_\_\_\_

Organized in State of: \_\_\_\_\_ How long Established? \_\_\_\_\_ How Long Under Current Management? \_\_\_\_\_

Nature of Business (Product or Service): \_\_\_\_\_

Annual Sales: \$ \_\_\_\_\_ Business Net Income: \$ \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Affiliates/Subsidiaries: \_\_\_\_\_

### 2. CREDIT REQUEST

How much would you like to borrow? \$ \_\_\_\_\_

	<u>Amount</u>	<u>Repayment Period</u>	<u>Use of Funds</u>
Term/Installment	\$ _____	_____ months	_____
Commercial Mortgage	\$ _____	_____ years	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____

### 3. Principals/Co-Obligors/Guarantors:

3a. Name: \_\_\_\_\_ Title: \_\_\_\_\_ % Owned: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone No.: \_\_\_\_\_ SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Personal Net Worth Excluding Business: \$ \_\_\_\_\_ Personal Net Income: \$ \_\_\_\_\_

Income Outside Business: \$ \_\_\_\_\_ Source: \_\_\_\_\_ Position: \_\_\_\_\_ # yrs.: \_\_\_\_\_

3b. Name: \_\_\_\_\_ Title: \_\_\_\_\_ % Owned: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone No.: \_\_\_\_\_ SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Personal Net Worth Excluding Business: \$ \_\_\_\_\_ Personal Net Income: \$ \_\_\_\_\_

Income Outside Business: \$ \_\_\_\_\_ Source: \_\_\_\_\_ Position: \_\_\_\_\_ # yrs.: \_\_\_\_\_

3c. Name: \_\_\_\_\_ Title: \_\_\_\_\_ % Owned: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone No.: \_\_\_\_\_ SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Personal Net Worth Excluding Business: \$ \_\_\_\_\_ Personal Net Income: \$ \_\_\_\_\_

Income Outside Business: \$ \_\_\_\_\_ Source: \_\_\_\_\_ Position: \_\_\_\_\_ # yrs.: \_\_\_\_\_

## 4. PERSONAL FINANCIAL STATEMENT

Name (Principal/Co-Obligor/Guarantor 3a. listed in #3 on prev. page): \_\_\_\_\_

Name of Spouse (if assets listed below are held jointly): \_\_\_\_\_

Assets	Dollar Amount
Cash (checking and savings accounts)	\$
Certificates of Deposit	
Securities (stocks, bonds, mutual funds)	
Notes & Contracts Receivable (describe below)	
Life Insurance (cash surrender value; describe below)	
Personal Property (autos, jewelry, etc.)	
Retirement Funds (IRAs, 401k, etc.)	
Real Estate (market value)	
Other Assets (specify):	
Other Assets (specify):	
<b>Total Assets</b>	<b>\$</b>

Liabilities	Dollar Amount
Current Debt (credit cards, accounts)	\$
Notes Payable (describe below)	
Taxes Payable	
Real Estate Mortgages (describe below)	
Other Liabilities (specify):	
Other Liabilities (specify):	
Other Liabilities (specify):	
<b>Total Liabilities</b>	<b>\$</b>
<b>Net Worth</b>	<b>\$</b>

### ASSETS—Details

#### Notes and contracts held

Due From Whom	Original Amount	Original Date	Monthly Payment	Maturity Date	History/Purpose
	\$		\$		
<b>Total</b>					<b>\$</b>

#### Securities (stocks, bonds, mutual funds)

Name of Security	Number of Shares	Cost	Date of Acquisition	Market Value
		\$		\$
<b>Total</b>				<b>\$</b>

#### Stock in privately held companies

Company Name	Number of Shares	Amount Invested	Est. Market Value
		\$	\$
<b>Total</b>			<b>\$</b>

#### Real Estate

Description/Location	Amount Owning	Original Cost	Purchase Date	Market Value
	\$	\$		\$
<b>Total</b>				<b>\$</b>

**4. PERSONAL FINANCIAL STATEMENT** (continued from previous page)

(cont'd)

Life Insurance Policies

Name of Insurance Company	Owner of Policy	Beneficiary (list all)	Policy/Face Amount	Cash Value	Loans Against Cash Value
			\$	\$	\$
<b>Total</b>			\$	\$	\$

**LIABILITIES—Details**

Notes Payable (excluding monthly bills)

Name of Creditor	Original Amount	Monthly Payment	Interest Rate	Secured by (Collateral)	Amount Owning
	\$	\$			\$
<b>Total</b>					\$

Mortgage/Real Estate Loans Payable

Name of Creditor	Original Amount	Monthly Payment	Interest Rate	Secured by (Collateral)	Amount Owning
	\$	\$			\$
<b>Total</b>					\$

Attach additional sheets for any additional owners.

**BUSINESS FINANCIAL INFORMATION**

**5. Business Deposit Accounts:**

Financial Institution	Type	Account #	Balance

**6. Business Loans/Obligations/Leases:**

Creditor	Date Opened	Original Amount	Monthly Payment	Secured By	Present Balance

## 7. MISCELLANEOUS

Please provide details on an attached sheet if you answer "yes" to any of the following questions.

- |   |   |   |
|---|---|---|
| Yes<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____ | No<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____<br>_____ | 1. Is the Applicant an endorser, guarantor, or co-maker for obligations (including any lease obligation, e.g., vehicle, equipment, lease of business location) not listed on its financial statements?<br>2. Is the Applicant or any proposed Co-Obligor/Guarantor a party to any lawsuit or subject to outstanding judgments?<br>3. Has the Applicant ever declared bankruptcy? Chapter: _____ Date of Filing: _____<br>4. Have any of the proposed Co-Obligors/Guarantors ever filed for personal bankruptcy or served as an officer in a company that declared bankruptcy?<br>5. Are any of the Applicant's or any proposed Co-Obligor's/Guarantor's taxes past due? Amount \$ _____<br>Owed to: _____<br>6. Are there any assets pledged or mortgaged other than as stated on the business and personal financial statements submitted?<br>7. Are any of the Applicant's or any proposed Co-Obligor's/Guarantor's credit obligations past due?<br>8. Are any of the proposed Co-Obligors/Guarantors presently under indictment, on probation or parole or ever been charged or convicted for any criminal offense other than a minor motor vehicle violation? |
|---|---|---|

### APPLICANT STATEMENT

**Authorization.** I (any Principal or Co-Obligor/Guarantor signing below) authorize Reliant Community Federal Credit Union to request and review all data you deem appropriate about the Applicant and such Principals and Co-obligors/Guarantors, including credit reports from agencies, now and for all future reviews, extensions, or renewals of credit extended to the Applicant or for collection of loans. Upon request, you will tell me if a credit report was requested, and if so, the name and address of the credit reporting agency furnishing the credit report. To request the information, I should call or write Reliant Community Federal Credit Union, PO Box 40, Sodus NY 14551-0040.

**Fees Agreement.** I understand that your application, appraisal, environmental audit and documentation fees and your annual credit review fees are non-refundable. I shall pay all the Credit Union's expenses, including, without limitation, its attorneys' fees and disbursements, mortgage taxes, mortgage title insurance, property and liability insurance, flood insurance if required, updated survey, search fees, recording fees, and collection or workout costs of any kind which the credit union may incur in negotiating with or extending credit to the Applicant.

**Residential Mortgage Appraisals.** I understand that if I offer a 1-4 unit residence as collateral for this loan, and the credit union must review an appraisal in order to consider this application, I am responsible for the cost of the appraisal, but I am entitled to a copy of it. To obtain it, I should mail a written request to Reliant Community Federal Credit Union, 10 Benton Place, PO Box 40, Sodus, New York 14551-0040 within 90 days from the date I am notified of Reliant's action on this application. The credit union must send a copy within 30 days of receipt of the request.

**Certification.** I certify that the information herein is complete and true as of this date. I understand that the credit union may rely upon this information from time to time in extending credit to the Applicant and may continue to so rely until (i) I notify the credit union in writing of any material adverse change in such information or in any financial statement supplied to the credit union, now or in the future; or (ii) the credit union is provided with new financial statements. I will promptly notify the credit union in writing of any material adverse change in (i) any information contained herein or a financial statement now or hereafter supplied to the credit union; or (ii) the financial condition of the Applicant or any of its Guarantors or Principals.

**All Amounts Due.** If I owe the credit union any debt, it has the right to call for immediate payment of that debt if (i) I become insolvent, bankrupt or incompetent or die or go out of business; (ii) anything contained in this application or any financial statement is false; (iii) I break any written promise I make to the credit union or its affiliates; or (iv) a change occurs that the credit union believes may materially affect my or any Guarantor's ability to pay any such debt.

Business Name	Authorized Signature and Title	Date
Authorized Signature and Title	Authorized Signature and Title	Date

**USA Patriot Act – Required Customer Notification.** To help government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies all persons or entities that open an account. Accordingly, when an account is being established, we will ask for certain information, including name, address, tax identification number, date of birth (for individual members) or other information that will allow us to identify our member. We may also ask for similar identifying information concerning individuals with authority or control over the account. We may ask to be provided with documentation to verify the identifying information that is provided.

### RELIANT BUSINESS CREDIT APPLICATION NOTIFICATION

Notice for All Business Applicants with Gross Revenues of \$1,000,000 or less

I understand that if this credit application is denied, I may request a written statement of the specific reasons for the denial. To obtain the statement, I must contact Reliant Community Federal Credit Union, Lending Dept., PO Box 40, Sodus, New York 14551-0040 or call (800) 724-9282 within 60 days from the date I am notified of the decision. You will send me a written statement of reasons for the denial within 30 days of receiving my request for the statement.

**Notice:** The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is the National Credit Union Administration.

## CREDIT APPLICATION CHECKLIST

So that processing may begin on your application as quickly as possible, please provide the following items:

- Business Credit Application – Completed thoroughly, signed, and dated.
- Attached sheet providing details to “Miscellaneous” section questions answered “yes” in item 7 above.
- Most recent year Business and Personal Tax Return

For Credit Requests over \$50,000, please provide the following additional items:

- Last 3 Years Business Financial Statements or Business Tax Returns – Complete with all schedules.
- Last 3 Years Personal Tax Return – Complete with all schedules for each Guarantor.
- Interim Financial Statement – If more than 6 months have elapsed since your business fiscal year end.

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