

LENDERS CHECKLIST

COLLATERAL – SUBSTITUTION/EXCHANGE

- _____ Lender Credit Memorandum
- _____ Business Financial Statements (FYE) including Profit and Loss Statements
- _____ Interim Business Financial Statements (if FYE is more than 90 Days old)
- _____ Business Federal Tax Returns (two years)
- _____ Written consent from all guarantors/ co-obligors to this action/request
- _____ Personal Financial Statement of borrowers and guarantors
- _____ Current or latest real estate appraisal
- _____ Other _____

ALL DOCUMENTS MUST BE SIGNED AND DATED

Prepared by: _____

Date: _____

Telephone: _____

Fax: _____