



Minnesota Business Finance Corporation

Lender's Checklist

Loan Assumption

TERMS OF SALE:

- _____ Lender Credit Memorandum/Approval
- _____ Copy of Buy/Sell Agreement
- _____ Copy of seller carry-back Note (if applicable)
- _____ Lease Agreement (if applicable)

PURCHASER:

- _____ 1% Loan Assumption Fee
- _____ Personal Financial Statement of borrowers, guarantors, and major stockholders (20% or more ownership (SBA FORM 413 OR 770)
- _____ Personal Federal Tax Return (most recent 2 years)
- _____ Statement of Personal History (SBA Form 912)
- _____ Environmental Questionnaire and Disclosure Statement. If questionnaire reveals possible pollution problems, a Phase I report will be required at a minimum. If the business is on the "List of Frequently Polluting Industries", a Phase I report is mandatory.
- _____ Current or most recent real estate appraisal
- _____ Copy of Corporate Charter or Partnership Agreement
- _____ Copy of Resolution by Board of Directors authorizing purchase and assumption of the SBA Loan (SBA Form 160)

_____ CIP Forms (MBFC will provide)

_____ Business plan/Resume

_____ Life Insurance Assignment in amount of loan balance

_____ Schedule of Previous Government Financing

_____ W-9

SELLER:

_____ Business Financial Statement (Latest FYE) including Profit and Loss Statement

_____ Interim Business Financial Statement (if FYE is more than 90 days old)

_____ Business Federal Tax Returns (two years)

_____ Current Personal Financial Statement of borrowers and guarantors

_____ Personal Federal Tax Return (one year)

_____ Written consent from all guarantors/co-obligors to this action/request

_____ Others _____