



## Minnesota Business Finance Corporation

### Lender's Checklist

#### Ownership Change

- \_\_\_\_\_ Lender Credit Memorandum/Approval
- \_\_\_\_\_ Contact Information Verification
- \_\_\_\_\_ 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)
- \_\_\_\_\_ SBA Form 413: Personal Financial Statement of borrowers and guarantors both current and proposed
- \_\_\_\_\_ SBA Form 912: Statement of Personal History from all proposed owners
- \_\_\_\_\_ Written consent from all current guarantors/co-obligors to this action/request
- \_\_\_\_\_ Copy of buy/sell agreements, if applicable
- \_\_\_\_\_ Others \_\_\_\_\_