

Member Business Loan Document Checklist

Member Business Loans \$10,000 or less document requirements:

- \$50,000 or less Business Loan Application – Please complete all fields and sign the application.
- Completed Personal Financial Statement (PFS is required on all principal owners with company ownership of 20% or greater.)

Member Business Loans \$10,001 to \$50,000 document requirements:

- \$50,000 or less Business Loan Application – Please complete all fields and sign the application.
- Completed Personal Financial Statement (PFS is required on all principal owners with company ownership of 20% or greater.)
- Last 3 years of business tax returns
- Last 2 years of personal tax returns (Please include personal tax returns for all principal owners with 20% ownership or greater.)
- 2 years of business financials, including interim financials up to previous month of application

Member Business Loans \$50,001 or greater document requirements:

- \$50,001 or greater Business Loan Application – Please complete all fields and sign the application.
- Completed Personal Financial Statement (PFS is required on all principal owners with company ownership of 20% or greater.)
- Last 3 years of business tax returns
- Last 2 years of personal tax returns (Please include personal tax returns for all principal owners with 20% ownership or greater.)
- 2 years of business financials, including interim financials up to previous month of application

Business Membership required documents:

- A certified copy of all appropriate organizational documents (See our General Info sheet for a list of required documents based on business type.)
- Federal Tax ID Number
- Business License

Please note once the loan is approved, we may require the following prior to closing:

- All principal owners need to become a member of Avadian by going to a branch and opening a personal membership account.
- A savings (share) account must be opened in the business name.
- A copy of the driver's license for all principal owners
- Proof of insurance for all secured loans

Please note: There may be other information required at closing and deemed reasonably necessary for the loan.

To learn more about our loan options and rates or the application process, contact our Business Services Department at 800.874.3925 or email us at businessservices@avadiancu.com.