Express Loan Documentation Checklist

To evaluate your loan request as quickly as possible, you, as the applicant, are to provide the following documentation:

1. Completed Express Loan Application
2. Copy of Driver’s License for all applicant(s)
3. Loan Request Detail form
4. Personal Financial Statement
5. Global Cash Flow Projection
6. Business Plan, if available, or at a minimum a Business Summary
7. Most recent year’s complete personal Federal tax return with W-2s and, if separate entity, one year’s Business tax return
8. If LLC/Partnership/Corporation, a copy of the Business Operating Agreement or Articles of Incorporation

Applications cannot be approved until all documents are submitted.

If you need assistance with any of the required documents, a representative from CommunityWorks can assist you and answer any questions you may have.