

# BUSINESS LOAN APPLICATION



24 NH Route 25 | Meredith, NH 03253 | 603.279.7986 | 800.922.6872 | mvsb.com

**LOAN APPLICANT:** Please print clearly and complete all sections of this application.

Legal Name of Loan Applicant			Doing Business As (DBA) Name, if any		
Physical Street Address (no PO Boxes)			City	State	Zip Code
Mailing Address (if different than physical address)			City	State	Zip Code
Tax ID#	Phone #	Email	Applicant's Website		
Business Entity Type: <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> General Partnership <input type="checkbox"/> Not for Profit <input type="checkbox"/> Other: _____					
Year Established	State of Incorporation	Fiscal Year End (MM/DD)	# of Employees	# of jobs created or retained with proposed loan request	
Nature of Business Service or Product			Applicant's Gross Sales/Revenues (last fiscal year)		

**List any affiliated Companies / Businesses / Real Estate Partnerships**

Co-Applicant's Name (if applicable)			Doing Business As (DBA) Name, if any		
Physical Street Address (no PO Boxes)			City	State	Zip Code
Mailing Address (if different than physical address)			City	State	Zip Code
Tax ID#	Phone #	Email	Co-Applicant's Website		

**LOAN REQUEST:** Minimum amount is \$5,000. List additional loan requests on separate sheet.

1.)	Amount _____	Loan Type <input type="checkbox"/> Term/Time Loan <input type="checkbox"/> Line of Credit	<input type="checkbox"/> Commercial Mortgage <input type="checkbox"/> Commercial Construction/Development Loan	<input type="checkbox"/> Letter of Credit <input type="checkbox"/> Other: _____
-----	-----------------	--	---	--

Purpose of Loan

Description of Collateral (if Real Estate, include physical address)		Estimated Value	
Collateral Type:	<input type="checkbox"/> Business Assets	<input type="checkbox"/> Commercial Real Estate	<input type="checkbox"/> 1-4 Unit Residential
	<input type="checkbox"/> Equipment	<input type="checkbox"/> Mixed Use Real Estate	<input type="checkbox"/> 5+ Unit Residential
If Real Estate, indicate occupancy status	<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Not Owner Occupied	

2.)	Amount _____	Loan Type <input type="checkbox"/> Term/Time Loan <input type="checkbox"/> Line of Credit	<input type="checkbox"/> Commercial Mortgage <input type="checkbox"/> Commercial Construction/Development Loan	<input type="checkbox"/> Letter of Credit <input type="checkbox"/> Other: _____
-----	-----------------	--	---	--

Purpose of Loan

Description of Collateral (if Real Estate, include physical address)		Estimated Value	
Collateral Type:	<input type="checkbox"/> Business Assets	<input type="checkbox"/> Commercial Real Estate	<input type="checkbox"/> 1-4 Unit Residential
	<input type="checkbox"/> Equipment	<input type="checkbox"/> Mixed Use Real Estate	<input type="checkbox"/> 5+ Unit Residential
If Real Estate, indicate occupancy status	<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Not Owner Occupied	

**BUSINESS PRINCIPALS:** All owners/principals with ownership interest greater-than-or-equal-to 20% in the loan applicant(s) may be required to guaranty the loan. List additional principals on separate sheet.

Name (First, Middle Initial, Last)		Social Security #		Date of Birth (MM/DD/YYYY)
Mailing Address		City	State	Zip Code
Home Phone#	Cell Phone #	Email Address		
Ownership %	Years of Ownership	Title or Position	Occupation	Years in Occupation

Name (First, Middle Initial, Last)		Social Security #		Date of Birth (MM/DD/YYYY)
Mailing Address		City	State	Zip Code
Home Phone#	Cell Phone #	Email Address		
Ownership %	Years of Ownership	Title or Position	Occupation	Years in Occupation

**CREDIT APPLICATION CHECKLIST:** Applications will not be considered complete until all applicable documents have been received.

Applicant Initials	Required Financial Documents	Reason for Omission
	Applicant's and co-applicant's last three (3) years tax returns	
	Applicant's and co-applicant's last three (3) years financial statements (management or accountant prepared)	
	Current personal financial statement for each guarantor, plus three (3) years personal tax returns	

Applicant Initials	Other Documents that may be required	Reason for Omission
	Applicant's and co-applicant's current interim financial statements, if the application date is more than six (6) months beyond fiscal year end	
	Partnership agreement, corporate or LLC documents, if applicant is new to Meredith Village Savings Bank	
	Current business plan (including projections for the next 1 - 2 years), if applicant is a new or start-up business	
	Copy of purchase order or invoice of equipment with serial/ID number, if applicable	
	Copy of purchase and sales agreement, if applicable	
	Copy of existing deed and current tax bill, if this is a real estate transaction	
	For construction loans please submit the following: <ul style="list-style-type: none"> <li>• Budget or "schedule of values"</li> <li>• Copies of building plans</li> <li>• Copies of building permits and site approvals</li> </ul>	
	Other:	

## EQUAL CREDIT OPPORTUNITY NOTICE:

Were the Applicant's gross revenues \$1,000,000 or less in the previous fiscal year?  Yes  No

If you answered "Yes" and the Creditor denies your application for credit, you have the right to a written statement of the specific reasons for denial. To obtain the statement of reasons, please contact:

**Meredith Village Savings Bank, PO Box 177, Meredith, NH 03253, 603.279.7986**, within 60 days from the date you are notified of Creditor's decision. The Creditor will send you a written statement of reasons for the denial within 30 days of receiving your request for the statement. If the creditor chooses to provide the reasons orally, you have a right to have the reasons confirmed in writing within 30 days of receiving the applicant's written request for confirmation.

**NOTICE:** The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is: **FDIC, Consumer Response Center, 1100 Walnut Street, Box #11, Kansas City, MO 64106.**

## RIGHT TO A COPY OF RESIDENTIAL APPRAISAL:

We may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

## FAIR CREDIT REPORTING ACT, CREDIT REPORT AUTHORIZATION, LOAN PARTICIPATION AND SHARING OF INFORMATION AUTHORIZATION:

I/We hereby authorize and acknowledge that Meredith Village Savings Bank, its servicers, successors and assigns may verify or re-verify any information contained in this request for credit or obtain other information or data related to this request, for legitimate business purposes through other sources, including but not limited to a consumer reporting agency.

The information that is obtained by Meredith Village Savings Bank is only to be used for the purpose of obtaining a credit decision and any necessary post-closing quality control reviews for this request for credit.

I/We also hereby expressly consent and authorize Meredith Village Savings Bank to share information, including credit reports and other information bearing on my/our credit worthiness, with other creditors, including loan guarantee enhancements (if needed) and participation from other banks in pursuit of the approval of my/our loan application.

## REPRESENTATIONS/AUTHORIZATIONS:

This information and the information provided on all accompanying financial statements and schedules is provided for the purpose of obtaining credit for the Applicant(s) or for the purpose of Applicant(s) guaranteeing credit for others. Applicant's intent is to apply for business purpose credit and agrees such credit will not be used for personal, family or household purposes. The submission of this application does not create a commitment to lend. The Creditor may keep this application whether or not it is approved. Each applicant and any guarantor may be required to submit additional information to process this request. Applicant(s) acknowledge that representations made in this Statement will be relied on by Creditor in its decision to grant such credit. The undersigned certifies, acknowledges that all information provided in this application and in any attachment and supporting documentation is true, correct and complete and accurately represents the financial condition of the Applicant(s) on the date given below. Creditor is authorized to make all inquiries, including but not limited to credit reports, it deems necessary to verify the accuracy of the information contained herein and to determine the creditworthiness of the Applicant(s) in connection with this application and any update, renewal, account review or extension. Applicant(s) will promptly notify Creditor of any subsequent changes which would affect the accuracy of the Statement. Creditor is further authorized to answer any questions about Creditor's credit experience with Applicant(s). Applicant(s) are aware that any knowing or willful false statements regarding the value of the above collateral for purposes of influencing the actions of Creditor can be a violation of federal law 18 U.S.C §1014, and may result in a fine or imprisonment, or both

## CUSTOMER IDENTIFICATION NOTICE - IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

**TAXPAYERS FIRST ACT ACKNOWLEDGEMENT:**

We understand, acknowledge, and agree that the Lender and Other Loan Participants can obtain, use and share tax return information for purposes of (i) providing an offer; (ii) originating, maintaining, managing, monitoring, servicing, selling, insuring, and securitizing a loan; (iii) marketing; or (iv) as otherwise permitted by applicable laws, including state and federal privacy and data security laws. The Lender includes the Lender's affiliates, agents, service providers and any of aforementioned parties' successors and assigns. The Other Loan Participants includes any actual or potential owners of a loan resulting from my/our loan application, or acquirers of any beneficial or other interest in the loan, any mortgage insurer, guarantor, any servicers or service providers for these parties and any of aforementioned parties' successors and assigns.

**DECLARATIONS:** Please answer all the following questions. If YES is answered to any of the questions below, please provide applicable details on a separate sheet.

- 1. Has the loan applicant pledged any business assets or real estate to other creditors?  Yes  No
- 2. Is the loan applicant or principal owner(s) contingently liable as an endorser or guarantor on any debt?  Yes  No
- 3. Does the loan applicant or principal owner(s) have any outstanding judgments or legal proceedings pending?  Yes  No
- 4. Has any tax assessment been made or tax lien been filed against the loan applicant or principal owner(s)?  Yes  No
- 5. Has the loan applicant or any principal owner(s) ever sought protection under bankruptcy law?  Yes  No
- 6. Is the loan applicant or principal owner(s) an employee or board director of the bank or its affiliates?  
If yes, name of applicant or principal owner: \_\_\_\_\_  Yes  No

**JOINT CREDIT ACKNOWLEDGEMENT:** Please complete this section when the application is made between two or more individuals who will be primarily liable for this request.

I/we intend to apply for joint credit

\_\_\_\_\_ Applicant's Initials      \_\_\_\_\_ Co-Applicant's Initials      \_\_\_\_\_ Date (MM/DD/YYYY)

**By signing below, the loan Applicant(s) and/or Guarantor(s) declare that he/she has read and understands the Statements above.**

**SIGNATURES:**

**APPLICANT:**

\_\_\_\_\_  
Printed Name of Business Applicant

\_\_\_\_\_ Date (MM/DD/YYYY)  
Signature as Duly Authorized Signer

**CO-APPLICANT (if applicable):**

\_\_\_\_\_  
Printed Name of Business Applicant

\_\_\_\_\_ Date (MM/DD/YYYY)  
Signature as Duly Authorized Signer

**GUARANTOR(S):**

\_\_\_\_\_  
Printed Name of Guarantor

\_\_\_\_\_  
Printed Name of Guarantor

\_\_\_\_\_ Date (MM/DD/YYYY)  
Signature as Guarantor

\_\_\_\_\_ Date (MM/DD/YYYY)  
Signature as Guarantor

**To Be Completed By Bank**



Date Application Received: \_\_\_\_\_

Loan Officer: \_\_\_\_\_

Date of Complete Application: \_\_\_\_\_

Application received via:  In Person  Phone  Mail  Email  Fax