|  |  |
| --- | --- |
| Legal Name of Obligor:  | Fed. Tax ID #: |
| Address: |
| City: | County: | State: | Zip: |
| Contact Person: | Title: |
| Phone: ( ) | Fax: ( ) |
| Email Address: |
| Alternative Contact Person: | Title: | Phone: ( ) |
| Esign Contract Preferred:  | **[ ]** Yes  | **[ ]** No | If yes, please list Names, Titles and Email of signers below (minimum of 2):  |
| 1:  | 2:  | 3: |
| **TRANSACTION INFORMATION** |
| Total Cost of Equipment/Project: $ | Term (years): |
| \*Down Payment: $ | Source of Down Payment: |
| Trade In: $ | Payment Amount: $ | Delivery Date: |
| Other: $ | Payment Due:  | [ ]  Advance  | [ ]  Arrears |
| Amount to Finance: $ | Payments:  | [ ]  Monthly | [ ]  Quarterly | [ ]  Semi-Annual | [ ]  Annual |
| Will the down payment be made before delivery or at delivery? |
| What fund will the remaining lease payments be made from? |
| Has the Obligor paid the vendor for any portion of the equipment being financed? | [ ]  Yes | [ ]  No |
| **EQUIPMENT DESCRIPTION** |
| Equipment Description - including make and model (please attach brochure if available): |
|  |
| New Equipment: | [ ]  Yes | [ ]  No | If no, list age of equipment or date manufactured: |
| Refurbished: | [ ]  Yes | [ ]  No | Year: |
| Replacement: | [ ]  Yes | [ ]  No | Age of current equipment: | Year purchased: |
| If not a replacement, why is the equipment needed? |
| Buyout Included: | [ ]  Yes | [ ]  No | Amount of buyout included: $ |
| Soft Costs Included: | [ ]  Yes | [ ]  No | Amount of soft costs included (shipping, software, and sales tax): $ |
| Physical location of equipment after delivery: |
| Describe the essential use of the equipment being purchased: |
|  |
| **BUILDING PROJECT** |
| Is the project an addition, renovation, or a new building? | Does the Obligor own the land? [ ] Yes [ ] No |
| Is the land cost included in the financing? | [ ] Yes | [ ] No | If yes, what is the cost of the land? |
| What is the physical address of the new project? |
| Please provide the current building’s age, estimated market value, square feet, and brief description of facility layout: |
|  |
| Please provide a brief description of the addition, renovation, or new building: |
|  |
| What is the essential use for the new project? |
|  |

|  |
| --- |
| **CORPORATION INFORMATION** |
| Number of people employed: |
| Select the one describing your entity: [ ] Sole Proprietorship [ ] Partnership [ ] Corporation |
| Year Started: | Year Incorporated: |
| Insurance Company Name: | Insurance Agent Name: |
| Has the Obligor been rated by a major rating agency? | [ ] Yes | [ ] No | Rating: | Agency: |
| **FINANCIAL INFORMATION** |
| If the Obligor’s expenditures exceeded revenues for any one of the last three years, please explain why and what measures were taken to correct the shortfall: |

|  |
| --- |
| **FINANCIAL STATEMENT REQUIREMENTS** |
| **Please attach the following information for transactions below $100,000** |
| * A complete copy of the most recent year corporate **financial statements or tax return**
* A current **"interim" statement** (If the most recent financial statement/tax return is more than 1 year old)
* A copy of the most recent year’s personal tax returns and financial statements including Balance Sheet (signed and dated) **from all of the principals** or owner(s) of the company
* Personal Guarantee from the principals/owners
 |
| **Please attach the following information for transactions above $100,000** |
| * A complete copy of the most recent corporate **financial statements**
* A copy of the last **two (2) years corporate tax returns**
* A current **"interim" financial statement** (If the most recent financial statement/tax return is more than 1 year old)
* A copy of the most recent corporate budget
* A copy of the last two (2) years tax returns and personal financial statements including Balance Sheet (signed and dated)

 **from all of the principals** or owner(s) of the company* Company history, mission statement and brochures
* Personal Guarantee from the principals/owners
 |
| **PARTNERS, OFFICERS, OR GUARANTORS INFORMATION:****Please use a separate sheet if needed.** |
| Name, Address, and Title: | % of Ownership: | SS#: |
|  |  |  |
|  |  |  |
|  |  |  |

**Please note that, depending on circumstances, we reserve the right to charge a reasonable fee to Obligor/broker, if this transaction is not funded. This fee is for expenses incurred and services performed related to the processing of the transaction. This fee will NOT be charged if the transaction is funded by Obligee.**

\*Proof of down payment is required prior to any payment of lease proceeds to the vendor, unless otherwise negotiated.

|  |
| --- |
| **"I hereby authorize the organization, to whom this application is made, or any credit bureau or other investigative agency employed by such organization, to investigate the financial statements or other data obtained from me or from any other person pertaining to my credit and financial responsibility."** |
| ***Please have all Partners, Officers and Guarantors sign below:*** |
| Completed By (signature): | Typed Name and Title: | Date: |
| Partner: | Typed Name and Title: | Date: |
| Partner: | Typed Name and Title: | Date: |