

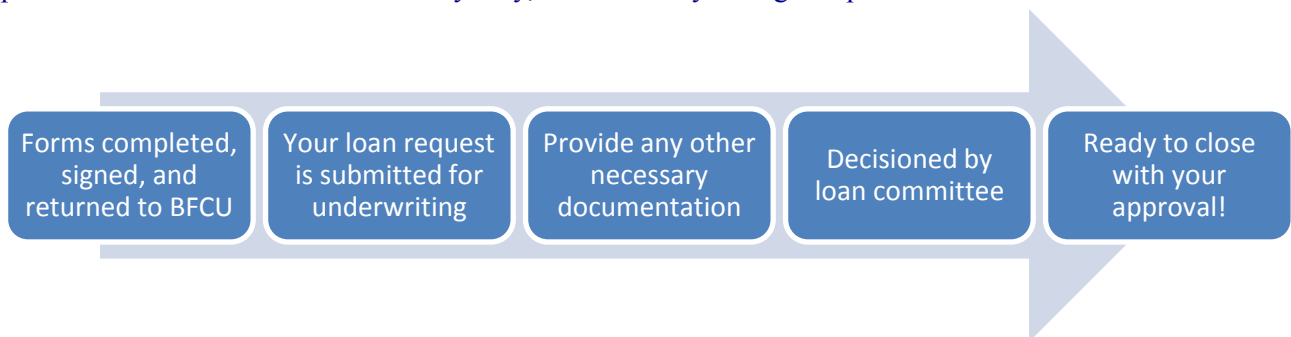
**Congratulations! You've decided to grow your business!** Thank you for inquiring with BFCU for your business loan needs. In order to begin assisting you towards your goals, please fill out and return the forms included in this packet. All documents must be **completed** and **signed**:

- Business Loan Application
- Personal Financial Statement
- Business Debt Schedule
- Appraisal Notice Form (if applicable)

Other documentation will also be required, including:

- Current tax returns — personal (min. 2 yrs.) and business (up to 3 yrs., or since the inception of the business)
- (If applicable) Current year-end and interim balance sheet and profit/loss or income statement
- Pay statements, if applicable, for the past 60 days from any source of income that can be used as a basis for repayment

Once we have your completed forms in hand, the loan process begins. What does the business loan process look like? While each loan may vary, here is what you might expect:



Business loans do involve closing fees. BFCU closing fees include a 1% origination fee along with any applicable document fees.

Completed paperwork can be returned by email to me, faxed to (318) 549-8096, or dropped off at your nearest BFCU location (Attn: Business Services). Thank you again for choosing BFCU. Please let me know if you have any questions. I look forward to hearing from you.

Deanna Geissler, MBA, CCUE  
Barksdale Federal Credit Union  
Business Services  
NMLS ID# 1139212  
318-549-8108 Office  
318-549-8211 Fax  
[DGeissler@bfcu.org](mailto:DGeissler@bfcu.org)



# BUSINESS LOAN APPLICATION

NEW RELATIONSHIP

EXISTING RELATIONSHIP

## BUSINESS INFORMATION

Business Name:		Email:	
Business Address:	City:	State:	Zip:
Tax ID:	BusORj qpg:	Bus. Cell:	
Business Type: <input type="checkbox"/> Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit			
<input type="checkbox"/> LLC <input type="checkbox"/> Sub-Chapter 5 <input type="checkbox"/> Individual			
Nature of Business:			<input type="checkbox"/> Own <input type="checkbox"/> Lease
Years Established:	Years at Present Location:	# of Employees:	
Your Preferred BFCU Location:		BFCU Member #:	

## BUSINESS OWNERSHIP DISTRIBUTION

List stockholders, partners, and owner names. Attach separate sheet if required.

Name:		Cell #:		SSN:		DOB:	
Title:	BFCU Member #:		Years at Business:		% of Ownership:		
Address:			City:		State:	Zip:	
Driver's License #:		State:	Exp. Date:		Email:		
Employer (if other than business):			Start Date:		Monthly Income:		
Name:		Cell #:		SSN:		DOB:	
Title:	BFCU Member #:		Years at Business:		% of Ownership:		
Address:			City:		State:	Zip:	
Driver's License #:		State:	Exp. Date:		Email:		
Employer (if other than business):			Start Date:		Monthly Income:		

## BUSINESS FINANCIAL INFORMATION

Bank:	Account Number:
Bank:	Account Number:
Accountant:	Telephone:
Insurance Agent:	Telephone:
Attorney:	Telephone:

## LOAN REQUEST

Amount of Loan Requested:	Requested Term of Loan:
Type of Loan: <input type="checkbox"/> Line of Credit	<input type="checkbox"/> Construction <input type="checkbox"/> Term Loan
Specific Loan Purpose (Check all that apply):	<input type="checkbox"/> Working Capital <input type="checkbox"/> Auto
<input type="checkbox"/> Commercial Real Estate	<input type="checkbox"/> Residential Rental <input type="checkbox"/> Other _____
<input type="checkbox"/> Refinance Existing Loan/Debt	<input type="checkbox"/> Purchase Equipment

## COLLATERAL AVAILABLE

- All Assets (Accounts Receivable, Inventory, Machinery and Equipment)
- Specific Equipment (Attach equipment list including serial numbers/descriptions/invoices)
- Real Estate (Provide property address, legal description, and copy of most recent tax bill)  
Address: \_\_\_\_\_
- Cash on Deposit at Bank: \_\_\_\_\_ Account #: \_\_\_\_\_
- Personal Assets
- Guarantors (**Please list below - The personal guarantee of all owners is required for any business loan.**)

Guarantor:	SSN:
Address:	Telephone:
Guarantor:	SSN:
Address:	Telephone:
Guarantor:	SSN:
Address:	Telephone:
Guarantor:	SSN:
Address:	Telephone:

## BUSINESS BACKGROUND INFORMATION

Provide a brief history of your business, future plans, and describe your products, services, and competition

## PERSONAL BUSINESS EXPERIENCE

If you have been in business for less than five years, please describe your previous business experience. Include business background, management experience, and training, or include a resume.

## MISCELLANEOUS INFORMATION

<input type="checkbox"/> YES <input type="checkbox"/> NO	Are tax liabilities current? Settled through:
<input type="checkbox"/> YES <input type="checkbox"/> NO	Has the business or principle owner ever declared bankruptcy? If yes, please provide details on a separate sheet.
<input type="checkbox"/> YES <input type="checkbox"/> NO	Is the business an endorser, guarantor, or co-maker for any obligation not listed in the financial statements? If yes, what is in the contingent liability?
<input type="checkbox"/> YES <input type="checkbox"/> NO	Does the business have a pension fund?
<input type="checkbox"/> YES <input type="checkbox"/> NO	Does the business have a profit-sharing plan? If so, does the plan have any unfunded pension liabilities? YES <input type="checkbox"/> NO <input type="checkbox"/> Amount?
<input type="checkbox"/> YES <input type="checkbox"/> NO	Is the business a defendant in any lawsuit? If yes, provide details on a separate sheet.
<input type="checkbox"/> YES <input type="checkbox"/> NO	Are any of the business assets encumbered by liens or attachments of any type? If yes: What? <span style="float: right;">By whom? <span style="float: right;">Amount?</span></span>

## CERTIFICATION

The undersigned certifies that, to the best of his or her knowledge and belief, all information contained in this loan application and in the accompanying statements and documents is true, complete and correct. The undersigned agrees to notify the Credit Union immediately of any material changes in this information. It is further agreed that, whether or not the loan herein applied for is approved, the undersigned will pay or reimburse the Credit Union for the costs, if any, of surveys, title or mortgage examinations, appraisals, etc., performed by the non-Credit Union personnel with the consent of the applicant. The undersigned authorizes the Credit Union to obtain credit reports in connection with this application for credit and for any update. The undersigned authorizes the Credit Union to contact any bank and trade creditors it deems necessary without further notice.

<b>BUSINESS NAME (PRINT):</b>			
<b>APPLICANT SIGNATURE:</b>		Title:	Date:
<b>APPLICANT SIGNATURE:</b>		Title:	Date:
<b>GUARANTOR SIGNATURE:</b>			Date:
<b>GUARANTOR SIGNATURE:</b>			Date:



# PERSONAL FINANCIAL STATEMENT

Complete this form for:

- (1) Each proprietor (married borrowers may fill out a form jointly), or
- (2) Each limited partner who owns 20% or more interest and each general partner, or
- (3) Each stockholder owning 20% or more of voting stock, or
- (4) Any person or entity providing a guaranty on the loan

Name:		Email:	
Residence Address:		City:	State:      Zip:
Business Phone:	Residence Phone:		Cell Phone:
Business Name of Applicant/Borrower:			Fax Number:

SECTION 1. SOURCES OF INCOME		CONTINGENT LIABILITIES	
Monthly Gross Salary	\$	As Endorser or Co-Borrower	\$
Monthly Net Investment	\$	Legal Claims & Judgments	\$
Monthly Real Estate Income	\$	Provision for Federal Income Tax	\$
Other Income (Describe Below)	\$	Other Special Debt	\$
Please describe other income:			

SECTION 2. NOTES PAYABLE TO BANK & OTHERS (Use attachments if necessary. Each attachment must be identified as part of this statement and signed.)							
Credit Name	Original Amount	Original Loan Date	Present Balance	Maturity Date	Monthly Payment	Current/Delinquent	Collateral
<b>Total:</b>							

SECTION 3. STOCKS & BONDS (Use attachments if necessary. Each attachment must be identified as part of this statement and signed.)					
Number of Shares	Name of Securities	Cost	Market Value Quotation	Date of Quotation	Total Value

## REAL ESTATE OWNED

SECTION 4. (Use attachments if necessary. Each attachment must be identified as part of this statement and signed.)

Do you rent or own your primary residence? Rent  Own  If you rent, please state monthly rent: \$

	PROPERTY A	PROPERTY B	PROPERTY C
Type of Real Estate			
Address			
Date Purchased			
Original Cost			
Present Market Value			
Name & Address of Mortgage Holder			
Mortgage Account Number			
Mortgage Balance			
Monthly Payment Amount			
Status of Mortgage			
Monthly Rental Income			

## OTHER PERSONAL PROPERTY & ASSETS

SECTION 5. (Describe and, if any is pledged as security, state name & address of lien holder, amount of lien, terms of payment, and, if delinquent, describe delinquency.)

## UNPAID TAXES

SECTION 6. (Describe in detail as to type, to whom payable, when due, amount, and to what property, if any, a tax lien attaches.)

## OTHER LIABILITIES

SECTION 7. (Describe in detail.)

## LIFE INSURANCE HELD

SECTION 8. (Give face amount and cash surrender value of policies – name of insurance company and beneficiaries.)

## BALANCE SHEET

ASSETS		LIABILITIES	
Cash on Hand & in Banks	\$	Loans Payable to Banks & Others (Total from Section 2)	\$
IRA & Other Retirement	\$	Installment Account – Auto Total Monthly Payments: \$	\$
Life Insurance-Cash Surrender Value Only (Total from Section 8)	\$	Installment Account – Other (Credit Cards, Etc) Total Monthly Payments: \$	\$
Stocks & Bonds (Total from Section 3)	\$	Loan on Life Insurance	\$
Real Estate (Total from Section 4)	\$	Mortgages on Real Estate (Total from Section 4) Total Monthly Payments: \$	\$
Automobile – Present Value	\$	Unpaid Taxes (Total from Section 6)	\$
Other Personal Property (See Section 5)	\$	Other Liabilities (Total from Section 7)	\$
Other Assets (See Section 5)	\$		\$
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>TOTAL LIABILITIES</b>	<b>\$</b>
		<b>NET WORTH</b>	<b>\$</b>
		<b>(Difference between Total Assets and Total Liabilities)</b>	

## CERTIFICATION

I authorize the Credit Union to make inquiries as necessary to verify the accuracy of the statements made and to determine my creditworthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of either obtaining a loan or guaranteeing a loan. I understand FALSE statements may result in forfeiture of benefits and possible prosecution by the U.S. Attorney General (Reference 18 U.S.C. 1001).

<b>APPLICANT SIGNATURE:</b>	SSN:	Date:
<b>APPLICANT SIGNATURE:</b>	SSN:	Date:





# BUSINESS DEBT SCHEDULE

Please complete the following information. List all business debt, including both **Barksdale FCU** and **all other business debt**.

<b>Company Name:</b>							
<b>As of Date:</b>							
<b>Credit Name / Address</b>	<b>Original Amount</b>	<b>Original Loan Date</b>	<b>Present Balance</b>	<b>Maturity Date</b>	<b>Monthly Payment</b>	<b>Current / Delinquent</b>	<b>Collateral</b>
<b>Total:</b>							

<b>APPLICANT NAME:</b>	<b>APPLICANT NAME:</b>
<b>APPLICANT SIGNATURE:</b>	<b>APPLICANT SIGNATURE:</b>

## APPRAISAL NOTICE

APPLICANT		LENDER	
Name:		Name:	Barksdale Federal Credit Union
Address:		Address:	2701 Village Ln, Bossier City, LA 71112
<p>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. By signing below, you acknowledge receipt of this Appraisal Notice.</p>			
<b>APPLICANT SIGNATURE:</b>		<b>DATE:</b>	
<b>APPLICANT SIGNATURE:</b>		<b>DATE:</b>	

### GOVERNMENT MONITORING PURPOSES

The following information is requested by the federal government for certain types of loans related to a dwelling in order to monitor the lender's compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to furnish this information, but are encouraged to do so. You may select one or more designations for "Race." The law provides that a lender may not discriminate on the basis of this information, or on whether you choose to furnish it. However, if you choose not to furnish the information and you have made this application in person, under federal regulations the lender is required to note ethnicity, race and sex on the basis of visual observation or surname. If you do not wish to furnish the information, please check below.

APPLICANT		CO-APPLICANT	
<input type="checkbox"/>	I Do Not Wish To Furnish This Information	<input type="checkbox"/>	I Do Not Wish To Furnish This Information
ETHNICITY		ETHNICITY	
<input type="checkbox"/>	Hispanic or Latino	<input type="checkbox"/>	Hispanic or Latino
<input type="checkbox"/>	Not Hispanic or Latino	<input type="checkbox"/>	Not Hispanic or Latino
RACE		RACE	
<input type="checkbox"/>	American Indian or Alaska Native	<input type="checkbox"/>	American Indian or Alaska Native
<input type="checkbox"/>	Asian	<input type="checkbox"/>	Asian
<input type="checkbox"/>	Black or African American	<input type="checkbox"/>	Black or African American
<input type="checkbox"/>	Native Hawaiian or Pacific Islander	<input type="checkbox"/>	Native Hawaiian or Pacific Islander
SEX		SEX	
<input type="checkbox"/>	Female	<input type="checkbox"/>	Female
<input type="checkbox"/>	Male	<input type="checkbox"/>	Male



APPRAISAL ACKNOWLEDGEMENT
AND
WAIVER OF DELIVERY TIMING REQUIREMENTS

Borrower: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Lender: BFCU
2701 Village Ln.
Bossier City, LA 71112

Property Address: \_\_\_\_\_

Acknowledgment of Receipt of Appraisal/Valuation Report

By signing below, I acknowledge that I have been provided a copy of the appraisal or valuation for the above referenced property. The appraisal or valuation report was provided to me at least three (3) business days prior to closing of the loan.

BORROWER:

X \_\_\_\_\_

X \_\_\_\_\_