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Heritage Bank
Brilliant banking.™

COMMERCIAL LOAN APPLICATION

1. LOAN REQUEST

Amount Requested $

☐ Line of Credit ☐ Commercial Real Estate ☐ Equipment ☐ Other (Describe)

Purpose of Credit Request:

2. BUSINESS STRUCTURE

☐ Sole Proprietor ☐ Partnership ☐ C-Corporation ☐ S-Corporation ☐ LLC/LLP ☐ Non-Profit | State of Organization:

Business name:	TIN#/EIN#
Business Physical Address:	
Business Mailing Address: ☐ same as above	
Phone:	Fax:
Email:	Website:

3. BUSINESS OWNERSHIP

Full Name:	Title:	Ownership %: 0.00%
SSN #:	Phone:	Email:
Full Name:	Title:	Ownership %: 0.00%
SSN #:	Phone:	Email:
Full Name:	Title:	Ownership %: 0.00%
SSN #:	Phone:	Email:
Full Name:	Title:	Ownership %: 0.00%
SSN #:	Phone:	Email:

NOTICE OF JOINT CREDIT

☐ We intend to apply for joint credit. ________ Applicant's Initials ________ Co-Applicant's Initials

4. ADDITIONAL INFORMATION

☐ Yes	☐ No	Has the business incurred any loss in the last 3 years?
☐ Yes	☐ No	Are there any delinquent taxes of any kind owned by the business or any guarantor? If so, please provide amounts and agency owed.
☐ Yes	☐ No	Is the business for sale or under agreement that would change the ownership of the business?
☐ Yes	☐ No	Is the business or guarantor party to any claim, judgment, or lawsuit?
☐ Yes	☐ No	Has the business or any of its management or owner's been involved in any bankruptcy or insolvency proceedings?
☐ Yes	☐ No	Does the business have a controlling interest in other businesses? If yes, please provide names and business relationships.
☐ Yes	☐ No	Are more than 20% of revenues from or expenses to a related entity (i.e. an entity owned or controlled by an owner of applicant)?
☐ Yes	☐ No	Does the applicant co-own any assets with another entity?
☐ Yes	☐ No	Has the applicant business had any debt forgiven or returned any property in partial or full satisfaction of a loan?

5. PLEASE READ THE AGREEMENT AND SIGN THE APPLICATION

I/We hereby apply for the loan or credit described in this application on behalf of the applicant business. I/We certify that I/We made no misrepresentation in this loan application or in any related documents, that all information is true and complete, and that I/We did not omit any important information. I/We agree that any property securing the loan or credit will not be used for any illegal or restricted purposes. Lender is authorized to verify with other parties and to make any investigation of my/our credit, either directly or through any agency employed by the Lender for that purpose. Lender may disclose information as to Lender's experiences or transactions with my/our account as permitted in the Bank's Privacy Policy. I/We understand that Lender will retain this application and any other credit information Lender receives, even if no loan or credit is granted. These representations and authorizations extend not only to Lender, but also to any insurer of the loan and to any investor to whom Lender may sell all or any part of the loan. I/We further authorize Lender to provide any such insurer or investor any information and documentation that they may request with respect to my/our application, credit or loan.

Signature:		Signature:	
Print Name:	Date:	Print Name:	Date:

COMMERCIAL LOAN APPLICATION CHECKLIST

Please review the following for specific items needed to support your request. Heritage Bank will review your submission and advise you of any supplementary information that may be required to complete your application.

BUSINESS	ATTACHED
Commercial Loan Application Form (Signed and Dated)	☐
Business Federal Tax Returns - 3 Most Recent Years Including All Schedules, Statements, Amendments, K-1s. Must be signed & dated. Do not include State returns.	☐
Business Financial Statements - 3 Most Recent Years Balance Sheet and Income Statement with accountant notes if applicable	☐
Interim Financial Statements - No More than 60 Days Old Current Year-To-Date (no more than 60 days old) and Prior Year-To-Date. Balance Sheet and Income Statement	☐
Accounts Receivable and Accounts Payable Aging Report As of the same date as the most recent financial statements provided. If any accounts are > 90 days past due, please explain.	☐
Business Debt Schedule	☐
Bank Statements for Business Deposit Account(s) Two most recent bank statements covering at least a two month period	☐
Additional Information If the answer is "yes" to any question in section 4 of the commercial loan application, please include attachments/explanations.	☐
Franchises:	
Copy of Franchise Agreement	☐
Copy of Leases for Locations to be Financed	☐
NON-PROFITS	**ATTACHED**
CPA Audited Financial Statements - 3 most recent Years	☐
Interim Financial Statements - No More than 60 Days Old Current Year-To-Date (no more than 60 days old) and Prior Year-To-Date. Balance Sheet and Income Statement	☐
List of Board Members	☐
OWNERS (>20%) AND GUARANTORS	**ATTACHED**
Personal Financial Statement Beneficial State Bank Form. Include copies of account statements to verify liquidity.	☐
Personal Federal Tax Returns - 3 Most Recent Years Including All Schedules, Statements, Amendments, K-1s. Must be signed & dated. Do not include State returns.	☐
Executive Biographies/Resumes	☐
Schedule of Real Estate Owned	☐
COLLATERAL SUPPORT INFORMATION (As Applicable)	**ATTACHED**
Equipment Purchases:	
List/Description of Machinery/Equipment to be Financed	☐
Copy of Purchase Agreement/Purchase Order for Equipment to be Acquired	☐
For All Real Estate:	
Environmental Questionnaire	☐
For Income Properties:	
Rent Rolls Include Unit #s, Unit Description (e.g. 2 bed/1 bath or sq ft per unit), Tenant Names, Current Rate, Payment Status, Lease Maturity, & Extension Option. Include data for occupied and vacant units.	☐
3 years Property Income and Expense Reports	☐
Copies of Lease Agreements Please provide a copy of the lease agreement. For multifamily properties, please provide copy of the standard lease.	☐
For Real Estate Purchases:	
Copy of Purchase Agreement	☐
For Real Estate Refinance:	
Copy of Existing Note(s)	☐