



## **Lender's Checklist**

### **Deferment of Payments**

- \_\_\_\_\_ Lender Credit Memorandum/Approval
- \_\_\_\_\_ Contact Information Verification
- \_\_\_\_\_ Business Financial Statement (Latest FYE) including Profit and Loss Statement
- \_\_\_\_\_ Interim Business Financial Statement (if FYE is more than 90 days old)
- \_\_\_\_\_ Business Federal Tax Returns (two years)
- \_\_\_\_\_ Personal Financial Statement of borrowers and guarantors
- \_\_\_\_\_ Personal Federal Tax Returns (2 years)
- \_\_\_\_\_ Borrowers Action Plan containing statement outlining reason for need and why believed need is a short-term problem.
- \_\_\_\_\_ Written consent from all guarantors/co-obligors to this action/request
- \_\_\_\_\_ Current Bank Balance
- \_\_\_\_\_ 2 Year Projections
- \_\_\_\_\_ Others \_\_\_\_\_