



(SCHEDULE OF LOAN PACKAGE DOCUMENTS)

Description Accountant	Supplied by Client	Supplied by Accountant
1. History of Company	_____	_____
2. Key Employee resumes	_____	_____
3. Company data sheet	_____	_____
4. Business plan	_____	_____
5. Current financial statement	_____	_____
6. Prior years end financial statements (Past 3 years if in business)	_____	_____
7. Personal financial statements	_____	_____
8. Tax Returns (Corporate & Personal) (Past 3 years)	_____	_____
9. Compilation of projections Income Statement Balance Sheet Cash Flow Notes to statements	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
10. Industry business ratios	_____	_____
11. Accounts receivable aging as of _____	_____	_____
12. Accounts payable aging as of _____	_____	_____
13. Major suppliers Name Address Phone Number Contact Person	_____ _____ _____ _____	_____ _____ _____ _____
14. Major customers Name Address Phone Number Contact Person	_____ _____ _____ _____	_____ _____ _____ _____
15. Equipment List	_____	_____
16. Total Inventory	_____	_____