



# BANK OF GUAM

THE PEOPLE'S BANK

Headquarters • P.O. Box BW • Hagåtña, Guam 96932

Tel: (671) 472-5300

## Application Requirements for Commercial Loans

<b>Sole Proprietorship</b>	
	Application
	Business Financial Statement: Income Statement & Balance Sheet (last 3 years)
	Personal Financial Statement of Owner (current year)
	Income Tax Returns including Schedule C: Business Profit & Loss (last 3 years)
	Business License
	Description of Collateral (Lot description, Purchase Order, Lease Agreement, etc.)
	Rent Rolls (if secured by rental property)
	Schedule of Debts (Attached)
<b>Corporation</b>	
	Application
	Corporate documents (Certificate of Incorporation, Articles of Incorporation, By-laws)
	Business Financial Statement: Income Statement & Balance Sheet (last 3 years)
	Interim Financial Statements up to the most recent quarter-end
	Corporate Income Tax Returns (last 3 years)
	Personal Financial Statements of stockholders with 20% or ownership (current year)
	Income Tax Returns of stockholders with 20% of ownership (last 3 years)
	Business License
	Description of Collateral (Lot description, Purchase Order, Lease Agreement, etc.)
	Rent Rolls (if secured by rental property)
	Schedule of Debts (Attached)
<b>Partnership</b>	
	Application
	Partnership documents (Partnership Agreement, Certificate, etc.)
	Business Financial Statement: Income Statement & Balance Sheet (last 3 years)
	Business Income Tax Returns (last 3 years)
	Personal Financial Statement of partners (current year)
	Income Tax Returns of partners (last 3 years)
	Business License
	Description of Collateral (Lot description, Purchase Order, Lease Agreement, etc.)
	Rent Rolls (if secured by rental property)
	Schedule of Debts (Attached)
<b>Limited Liability Company (LLC)</b>	
	Application
	LLC documents (Articles of Organization, Certificate, etc.)
	Business Financial Statement: Income Statement & Balance Sheet (last 3 years)
	Business Income Tax Returns (last 3 years)
	Personal Financial Statement of Owners (current year)
	Income Tax Returns of Owners (last 3 years)
	Business License
	Description of Collateral (Lot description, Purchase Order, Lease Agreement, etc.)
	Rent Rolls (if secured by rental property)
	Schedule of Debts (Attached)
<b>Additional documents needed if startup or less than 2 years of operation</b>	
	Business Plan/Resume
	Income Statement & Balance Sheet Projections (2 years)

For all applications, Bank of Guam reserves the right to request additional documents as necessary.



Member FDIC

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## APPLICATION FOR CREDIT BUSINESS LOAN

Amount of Credit Applied for	Complete Legal Name	Registered Trade Name		
Business Physical Address		Business Mailing Address		
Federal Tax ID/SSN#	Business Phone	Fax Number	Email Address	
Nature of Business	State of Incorporation	State of Registry	NAICS Code	Business License Number
<b>Legal Status</b>				
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> "C" Corporation	<input type="checkbox"/> Limited Liability Partnership		
<input type="checkbox"/> General Partnership	<input type="checkbox"/> Professional Corporation	<input type="checkbox"/> Limited Liability Company		
<input type="checkbox"/> "S" Corporation	<input type="checkbox"/> Limited Partnership	<input type="checkbox"/> Other: (Description) _____		
Annual Gross Sales (3 year average of revenues)	Date Business Was Established	Current Ownership Since	Current Number of Employees	Expected Number of Employees If Loan Is Granted

### PURPOSE OF LOAN

Use of Proceeds (Check all that apply):

<input type="checkbox"/> Purchase Inventory	<input type="checkbox"/> Carry Receivables	<input type="checkbox"/> Contract Financing
<input type="checkbox"/> Pay Accounts Payable	<input type="checkbox"/> Purchase Equipment	<input type="checkbox"/> Property Renovation
<input type="checkbox"/> Business Expansion	<input type="checkbox"/> Purchase Real Estate	<input type="checkbox"/> Other: _____

### REPAYMENT PROGRAM

The Loan, If Granted, will be repaid in the following manner:

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The Source of Repayment is to be from:

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### COLLATERAL SECURITY AND GUARANTORS

Equipment/Personal Property Described As:	Current Value \$
	Current Value \$
Real Property Described As:	Current Value \$
	Current Value \$
Other:	Current Value \$
Guarantors:	Net Worth \$
	Net Worth \$
	Net Worth \$

### BUSINESS REFERENCES

Banks	Trade Suppliers
Finance Companies	Other

### QUESTIONNAIRE

**Please answer the following questions:**

Are there any delinquent state or federal taxes owed by business or principal(s)? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Is the business an endorser, guarantor or co-maker for obligations not listed on financial statements? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Is the business a party to any claim or lawsuit? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the business or any of the principals ever declared bankruptcy? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Is the business for sale or under agreement that would change the ownership of the business? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Are any business or personal assets held in trust? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Are Accounts Receivable or Inventory currently pledged as collateral? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

