

**What we need from you**  
***(Checked Items have been received)***

- Brief business plan** of what you are presently trying to accomplish. This should address what will happen to your existing debt and assets and how your future debt will be managed.
- Financial statements** for the current stub period (year to date) and previous three years, prepared by an independent certified public accounting firm in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Peer review letter from AICPA may be required.
- Copy of last appraisal** for any property being used as collateral (Full narrative appraisal required before commitment).
- State and city map** showing your present and future locations.
- Pictures** of subject property (inside, outside and street scenes).
- Copy of Fixed Price Contract** (Construction or Renovation), **If applicable**
- Copy of Purchase Contract** (Existing Land and/or Improvements), **If applicable**
- Articles of Incorporation, By-Laws, If applicable**
- Certificate of Good Standing** from Secretary of State dated within last six months
- History of Church, and Pastor's Biographical Information/Ministry Resume.**
- Resolution for financing**
- Phase I Environmental Site Assessment Study** (must provide before closing, suggest church wait until we ask you to provide engineering study)
- History of Payment Performance**
- Any other information**, etc. that might be helpful in evaluating your request