



Dear Business Owner,

MariSol Federal Credit Union provides micro business loans to meet the needs of small businesses in Arizona. Our loans are personal loans that may or may not require collateral. Things to know:

- Rates are posted on our website at www.marisolcu.org.
- Business must be in Maricopa County and have at least three years of operational experience.
- Purpose of the loan is for expansion or purchase of equipment or services. MariSol does not lend for start-up costs.
- MariSol will lend up to \$50,000 on a secured basis and up to \$20,000 on an unsecured basis. MariSol will not use business property (such as computers or equipment, accounts receivable, livestock or other similar items).

This application package includes:

1. A checklist of items needed for the review of your application. Please submit a complete loan package; this will expedite the loan process for you and for MariSol.
2. MariSol Loan Application – Please supply a written explanation of any personal credit problems.
3. MariSol Business Account Application – You have the option to open a personal account or open a business account.
4. Resume – you may use this format or provide your own resume.
5. References – please complete.
6. Business Plan – you may use this format or provide your own.
7. Cash Flow Worksheet – for current year and the next 12 months

If you have any questions or concerns, please contact: Shana Knox, Loan Officer 602-252-6831 ext 103, sknox@marisolcu.org or Melanie Lewis, Loan Supervisor ext 106 mlewis@marisolcu.org

Thank you for this opportunity.

Business Loan Checklist

The following list includes all the documents that MariSol FCU requires for a micro business loan:

- Be a member of MariSol (If you are not a member you may join on our website or drop by a branch to open your account or complete the membership application attached)
- Your social security number
- Two years complete tax returns with all schedules attached
- A current year profit and loss statement for your business
(Use attached worksheet)
- A projection of the cash flows of your business for the next twelve months
(Use attached worksheet)
- Two commercial references and two personal references
- The two most recent bills that are in your name and two in the name of the business (electricity, telephone, mobile phone, rent, etc.)
- Copy of Employer Identification number (EIN) and/or current business licenses/permits
- A copy of your resume
(Use attached resume sheet if you don't have one)
- A copy of business plan
(Use attached worksheet)
- Completed loan application



P.O. Box 20525
 Phoenix, AZ 85036-0525
 www.marisolcu.org

LOAN APPLICATION

Individual Joint (Check to indicate the type of credit you for which you are applying. Married applicants may apply for separate accounts.)

Amount Requested \$ _____ Purpose/Collateral: _____

Repayment: Payroll Deduction Cash ACH

Individual Credit: You must complete the Applicant Section about yourself and the Co-Applicant section about your spouse if:

1. You live in or the property pledged as collateral is located in a community property state (AZ, CA, ID, LA, MN, NV, TX, WA, WI)
2. Your spouse will use the account or
3. You are relying on your spouse's income as a basis for repayment. If you are relying on income from alimony, child support, or separate maintenance, complete the Co-Applicant section to the extent possible about the person on whose payment you are replying.

Joint Credit: If you are applying with another person, complete the Applicant and Co-Applicant sections.

Income verification: _____ 2 most recent paystubs
 If self employed – 2 years of Tax Returns (most recent)

Please consider this explanation for any credit issues:

Vehicle loan: \$ _____

Circle: Purchase or Refinance

Make _____ Model _____ Year _____

Mileage _____ Extras: _____

If refinancing a vehicle:

Who to payoff _____ Account # _____

Approximate balance \$ _____

Collateral to offer as security: _____

INSURANCE FOR PAYMENT PROTECTION

MariSol offers several payment coverage options – these are insurance options for Life Insurances, and Disability Insurance and Involuntary Unemployment insurance. MariSol will go over these options with you and a separate insurance election which disclosures the cost, terms and conditions must be signed for coverage to be effective.

BORROWER INFORMATION

Applicant

Name (Last, First, Initial)	Email
Account Number	Social Security Number
Driver's License Number	List ages of dependents not listed by other applicant (exclude self):
Birth date	Home Phone () Business Phone/ext. ()
Present Address: (Street, City, State, Zip)	<input type="checkbox"/> Own <input type="checkbox"/> Rent Years at this address:
Previous Address: (Street, City, State, Zip)	<input type="checkbox"/> Own <input type="checkbox"/> Rent Years at this address:
Complete for joint credit, secured credit or if you live in a community property state: <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried (single, divorced or widowed)	

Co-Applicant

Name (Last, First, Initial)	Email
Account Number	Social Security Number
Driver's License Number	List ages of dependents not listed by other applicant (exclude self):
Birth date	Home Phone () Business Phone/ext. ()
Present Address: (Street, City, State, Zip)	<input type="checkbox"/> Own <input type="checkbox"/> Rent Years at this address:
Previous Address: (Street, City, State, Zip)	<input type="checkbox"/> Own <input type="checkbox"/> Rent Years at this address:
Complete for joint credit, secured credit or if you live in a community property state: <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried (single, divorced or widowed)	

BORROWER INFORMATION – Continued

Applicant

Employment/Income Name and Address of Employer		
Title/Grade:	Start Date:	Hours at Work:
Supervisor's Name:	If self employed, type of business:	
<i>Notice: Alimony, child support, or separate maintenance income need not be revealed if you do not choose to have it considered.</i>		
Employment Income \$ per <input type="checkbox"/> Gross	Other Income: Source \$ per	

Co-Applicant

Employment/Income Name and Address of Employer		
Title/Grade:	Start Date:	Hours at Work:
Supervisor's Name:	If self employed, type of business:	
<i>Notice: Alimony, child support, or separate maintenance income need not be revealed if you do not choose to have it considered.</i>		
Employment Income \$ per <input type="checkbox"/> Gross	Other Income: Source \$ per	

DEBTS – In addition to rent and mortgage, list all other debts (for example auto loans, credit cards, second mortgage, home association dues, alimony, child support, child care, medical, utilities, auto insurance, IRS liabilities, etc.) Please use a separate line for each credit card and auto loans. Attach a separate sheet if needed.

Creditor Name and Address	Account Number	Present Balance	Monthly Payment	If Past Due ✓
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
List any names under which your credit references and credit history can be checked	Totals			

FINANCIAL INFORMATION – These questions apply to both the Applicant and Co-Applicant. If YES answer is given, explain on attached sheet.

	YES	NO	YES	NO
Do you have any outstanding judgements?				
Have you ever filed bankruptcy or had a debt adjustment plan confirmed under chapter 13?				
Have you had property foreclosed upon or repossessed in the last seven years?				
Are you party in a lawsuit?				
Are you other than a U.S. Citizen or permanent resident alien?				
Is your income likely to decline in the next two years?				
Are you a co-maker, co-signer or guarantor on any loan not listed above?				
Creditor Name and Address				
FOR WHOM (Name of others obligated to Loan):	Applicant		Other	
TO WHOM (Name of Creditor):				

If there are any important changes, you will notify us in writing immediately. You also agree to notify us of any change in your name, address or employment within a reasonable time thereafter. You also promise that everything you have stated in this application is correct to the best of your knowledge and that the above information is a complete listing of your debts and obligations. You authorize the credit union to obtain credit reports in connection with this application for credit and for any update, renewal or extension of the credit received. If you request, the credit union will tell you the name and address of any credit bureau from which it received a credit report on you. You understand that it is a federal crime to willfully and deliberately provide incomplete or incorrect information on loan applications made to Federal Credit Unions or State Chartered Credit Unions insured by NCUA.

X _____
Applicant Signature Date

X _____
Co-Applicant Signature Date

I want to consolidate debt, please payoff:			
Account:	\$	Account:	\$
Account:	\$	Account:	\$
Account:	\$	Account:	\$

Resume

Name: _____

Date: _____

Work Experience

Write the name of the company you worked for, your job title, the dates of your employment, and your work duties (what you did). Give details about your accomplishments and skills you gained at that job. Start with the most recent experience and continue with the rest. If you need more space, use the back of this sheet.

Company: _____

Job/Position: _____ Hire date: _____ to _____

Description of duties, tasks and achievements:

Company: _____

Job/Position: _____ Hire date: _____ to _____

Description of duties, tasks and achievements:

Company: _____

Job/Position: _____ Hire date: _____ to _____

Description of duties, tasks and achievements:

Education: - Describe any educational degree, skill, training or experience you have that is relevant to this application:

Name, City, State of Education Institution	Year Graduated	Type of Degree if applicable	Major	Other Training or Licenses
High School				
College				
Technical				
Other				
Other				
Other				

Business Plan

Name: _____

Date: _____

Business - Describe your current business. What do you sell? What are the products and/or services you offer? Give as much detail as possible.

Loan – Purpose of loan. What are you going to buy or invest in with the loan money? Why is this necessary to improve your business?

Clients – Who are your current and/or potential clients? Describe them in terms of their demographic, psychological and geographic characteristics.

Marketing – What kind of advertising and promotion do you use to promote your business?

Financial Projections – Please provide a current cash flow projection of your business and estimate your cash flow for the next 12 months using the proceeds of this loan. Input your income and expenses on the attached sheet.



REFERENCES/ REFERENCIAS

THIS FORM IS PART OF THE LOAN APPLICATION AND MUST BE COMPLETED BEFORE THE APPLICATION CAN BE REVIEWED.

ESTA FORMA ES PARTE DE LA SOLICITUD DE PRESTAMO Y TEINE QUE ESTAR COMPLETA ANTES QUE LA SOLICITUD SE PUEDE VER.

NAME/ NOMBRE _____ **ACCT#/ # DE CUENTA** _____

RELATIVES/ PARIENTE

1. NAME/ NOMBRE _____

RELATION/ RELACION _____

PHONE/ TELEFONO _____

ADDRESS/ DOMICILIO _____

2. NAME/ NOMBRE _____

RELATION/ RELACION _____

PHONE/ TELEFONO _____

ADDRESS/ DOMICILIO _____

PERSONAL FRIEND/ AMIGO PERSONAL

3. NAME/ NOMBRE _____

RELATION/ RELACION _____

PHONE/ TELEFONO _____

ADDRESS/ DOMICILIO _____

4. NAME/ NOMBRE _____

RELATION/ RELACION _____

PHONE/ TELEFONO _____

ADDRESS/ DOMICILIO _____

COMMERCIAL REFERENCE

NAME/ NOMBRE _____ **ACCT#/ # DE CUENTA** _____

5. VENDOR NAME _____

RELATION/ RELACION _____

PHONE/ TELEFONO _____

ADDRESS/ DOMICILIO _____

6. VENDOR NAME _____

RELATION/ RELACION _____

PHONE/ TELEFONO _____

ADDRESS/ DOMICILIO _____