

Loan/Line of credit application

Application checklist

Please collect the business information listed below to assist us with processing your lending application. Additional documents may be requested. Also, please ensure your business has filed with the Secretary of State for this calendar year.

- A completed application signed by all Applicants/Guarantors
- Any of the following, as applicable to the Applicants/Guarantors:
 - Copies of articles of incorporation with by-laws and amendments
 - General or limited partnership agreement and amendments
 - Limited liability company articles of organization, operating agreement and amendments

Collateral information—required for all loan sizes to be provided as supplementals to this application:

- Copies of insurance policies for all assets being pledged as collateral for a loan (business assets, real estate, etc.)
- Equipment/Vehicle collateral description. Copy of equipment/vehicle invoice or purchase agreement
- Copy of most recent investment statement for a loan secured by marketable securities

For first mortgages:

- Copy of purchase contract/legal description/Real Estate PIN; if refinance, include copy of most recent mortgage statement

For second mortgages:

- Copy of promissory note for first mortgage/most recent mortgage history statement/legal description/Real Estate PIN and copy of owner's title policy

SBA loans and lines of credit and businesses established < two years require additional forms and documentation.

- Please use the [SBA Kit](#) in collaboration with your BMO Harris Banker as a guide to ensure the required forms are submitted with this application.
- Two years of financial projections are required, year one month by month, including assumptions. [Click here to download a sample template.](#)
- Business Plan. [Click here to download a sample template.](#)

Requests with total borrower commitment over \$50,000, please provide:

- Business tax returns or Accountant Prepared Financial Statements (excluding SBA loans) for the past two years
- Personal tax returns for the past two years for the 25%+ owner that is signing as guarantor
- Current interim business financial statements for total borrower commitment over \$500,000 (if more than 6 months have elapsed since your fiscal year end)
- If business tax returns or personal tax returns are self-prepared and total borrower commitment is over \$250,000, provide [Form 4506-T](#)
- If Non-profit, provide budget for current year and, if available, budget for future year
- If the loan is to finance an acquisition, provide the purchase or buy-out agreement

Requests by a Homeowner's Association need only provide:

- Two years of financial statements
- Project budget
- Annual budget
- Recent delinquency report
- Recent owner occupancy report
- Current board member list
- Board approval of the project and loan, as well as special assessments (if applicable)
- Insurance contact information for common areas

Requests for Committed Lines of Credit (\$100,000 - \$1,000,000)

- Account statements verifying 12 month average deposit account balances \geq \$250,000

Requests for Construction Loans (\$500,000 - \$1,000,000)

- Account statements verifying 12 month average deposit account balances \geq \$250,000
- [Construction Lending Templates](#) in collaboration with your BMO Harris Banker as a guide to ensure the required forms are submitted with this application.



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Application

Credit request

Line of credit* **Standalone Letter of Credit (cash secured)** **Small Business Administration (SBA)** **Settlement line** (required for ACH or Currency)

Amount requested

Primary purpose of line of credit

\$

Term loan **Commercial Mortgage - Owner-Occupied Real Estate** **Small Business Administration (SBA)** **Construction Loan (\$500,000 - \$1,000,000)***

Amount requested

Term of loan

Primary purpose of loan

\$

* For a Committed Line of Credit (\$100,000 - \$1,000,000) or Construction Loan (\$500,000 - \$1,000,000), borrower must maintain a 12-month average deposit balance of \geq \$250,000.

Business Applicant information

Legal name of business

Address (Street address required, no P.O. Box) Phone Ext.

City State Zip

Email address

If applicable, please list all assumed business names under which the business does business.

Description of business

Tax Identification Number (TIN)

Date business established Years under current ownership

Business bank name Checking balance

Gross annual sales (from last tax return) Business net income before taxes (from last tax return)

\$ \$

Requests with total borrower commitment up to \$50,000, please provide:

Interest expense (from last tax return)

\$

Depreciation expense (from last tax return)

\$

Type of business entity:

- Sole proprietorship
 General partnership
 S corporation

- Corporation
 Limited liability company
 Limited partnership

- Limited liability partnership
 Non-profit
 Other: _____

Business applicant debt (include all term loans, credit lines, commercial mortgages, credit cards used for business, etc. Use attachments if necessary.):

Bank/Creditor	Type of loan	Current balance	Amount of line or original loan balance	Monthly payment	Type of collateral	Do you plan to pay off this debt with proceeds from this application?
	<input type="checkbox"/> Term <input type="checkbox"/> Line	\$	\$	\$		<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Term <input type="checkbox"/> Line	\$	\$	\$		<input type="checkbox"/> Yes <input type="checkbox"/> No

Non-profit information only

Check box if applicable: Control Prong¹ (Identify only one individual)

Authorized signer name

Authorized signer Social Security Number

Address (Street address required, no P.O. Box) Phone

City State Zip

Identification number Identification type (Driver's license / State I.D.)

State of issuance Expiration date Date of issuance

Occupation

Date of Birth (MM/DD/YYYY)

Key leader(s)

Time with organization Are you affiliated with a national or parent entity?

Yes No

Number of donors or giving units

Total contribution for top 3 donors or giving units

\$

\$

¹ Control Prong: An individual with significant responsibility for managing the legal entity customer (e.g., a Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, or Treasurer)



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Owner/Guarantor Information

(If more than one Owner intends to act as Guarantor, use additional copies of this page to complete the information section and signature)

Please provide the following information on the individual or business who owns 25% or more of the business and will act as guarantor. Please enter your legal name as it appears on your unexpired Driver's License or state issued ID.

Owner/Guarantor Check box if applicable: Control Prong¹ (Identify only one individual)

Ownership Prong²

Business name (applicable only if a business other than the borrower will serve as guarantor)

First name M.I. Last name

Social Security Number/TIN Date of birth % Ownership

Residential address (Physical street address required)

City State Zip

Home phone Cell phone

Occupation

Identification number Identification type (Driver's license / State ID)

State of issuance Expiration date Date of issuance

Monthly mortgage Monthly rent Total other monthly payments
\$ \$ \$

Annual real estate taxes and insurance (if included in the monthly payment mark "INC")

For Owner/Guarantor(s) residing in Arizona or Wisconsin, please check box if married yes
Spouse's name

Guaranty

A Guaranty must be signed by one individual or business that owns 25% or more ownership in the business or any individual or business that voluntarily agrees to guaranty the obligations of the Business to BMO.

The undersigned Guarantor(s) agrees that the Bank in its discretion may obtain a credit bureau report on the Guarantor(s) in order to evaluate the Guarantor's credit worthiness and ability to meet its obligations to the Bank and subsequently for any future purposes in connection with existing or contemplated extensions of credit to the Borrower, to the Guarantor(s) or to any other entity in which the Guarantor(s) is or is expected to be a guarantor, owner, director, manager or officer. The Guarantor also agrees that the Bank may exchange information about the Guarantor and its obligations under this Application with Guarantor references, other businesses (including affiliates of the Bank), any other Guarantor, and credit reporting agencies and may confirm any information provided by the Guarantor from any source it deems necessary or appropriate. Receipt of an executed signature page to this Application by facsimile or other electronic transmission shall constitute effective delivery thereof. Electronic records of the executed Application maintained by the Bank shall be deemed originals thereof.

Guarantor's signature required (applicable only for the Business or individuals that will serve as Guarantor)

Print business name (applicable only if a business other than the borrower will serve as guarantor)

Print first name M.I. Last name

Guarantor's signature (To be signed by the individual named above in the Owner/Guarantor section.)

x

Additional Owner Information

Please provide the following information on all other individuals or businesses who own 25% or more of the business and will not act as Guarantor. If more than one owner, use additional copies of this page to complete the information section. Please enter your legal name as it appears on your unexpired Driver's License or state issued ID.

Owner Check box if applicable: Control Prong¹ (Identify only one individual)

Ownership Prong²

Business name (applicable for any business that is a 25% or more Owner)

First name M.I. Last name

Social Security Number/TIN Date of birth % Ownership

Residential address (Physical street address required)

City State Zip

Home phone Cell phone

Occupation

Identification number

Identification type (Driver's license / State ID) State of issuance

Expiration date Date of issuance

¹ Control Prong: An individual with significant responsibility for managing the legal entity customer (e.g., a Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, or Treasurer).

² Ownership Prong: Each individual, if any, who owns, directly or indirectly, 25% or more of the equity interests of the legal entity customer (e.g., natural person that owns 25% or more of the shares of a corporation).



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Collateral information

Collateral securing the line of credit or term loan

Please describe the collateral in which you will grant BMO Harris Bank a security interest.

Accounts receivable secured by A/R only:

Gross accounts receivable	Date	Receivables 91+ days	Date	Receivables due from a related company (less than 91 days old)	Date
\$		\$		\$	

All business assets (includes accounts receivable, inventory assets and equipment assets), including but not limited to:

Gross accounts receivable	Date	Receivables 91+ days	Date	Receivables due from a related company (less than 91 days old)	Date	Net equipment assets	Date
\$		\$		\$		\$	

Raw materials	Date	Work in process	Date	Finished goods	Date	Inventory assets	Date
\$		+	\$		+	\$	

Vehicle (please provide copy of invoice if applicable):

Year	Make	Model	Purchase price	Title holder's name	<input type="checkbox"/> New <input type="checkbox"/> Used <input type="checkbox"/> Purchase <input type="checkbox"/> Refinance
			\$		

Equipment (please provide copy of invoice if applicable):

Year	Make	Model	Purchase price	Title holder's name	<input type="checkbox"/> New <input type="checkbox"/> Used <input type="checkbox"/> Purchase <input type="checkbox"/> Refinance
			\$		

Year	Make	Model	Purchase price	Title holder's name	<input type="checkbox"/> New <input type="checkbox"/> Used <input type="checkbox"/> Purchase <input type="checkbox"/> Refinance
			\$		

Real estate Primary residence Commercial property Commercial Residential property (i.e. senior living facility)

Do you have a mortgage on the property? Yes No If yes, name of mortgage holder(s)

Purchase date	Purchase price	Outstanding balance	Monthly payment	Principal and interest	Taxes and insurance	Association fees	Est. current value
	\$	\$	\$	\$	\$	\$	\$

Address	City	State	Zip

Real Estate PIN	In whose name is title held?	Your relationship to title holder

BMO Harris certificates of deposit and savings account

Name of registered owner	Value	Date	BMO Harris account number
	\$		

BMO Harris marketable securities (Option only applicable for marketable securities held at BMO Harris. Retirement accounts are not eligible.):

Name of security	Value	Date	Name of registered owner	Investment account number
	\$			



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Agreements of applicant

"You" and "your" refer to the authorized person(s) signing this Application on behalf of the business. "Business" and "Applicant" refer to the business entity applying for a BMO Harris Loan and/or Line of Credit. "BMO Harris" and "Bank" refer to BMO Harris Bank N.A. or its affiliated bank that reviews the Application and offers a loan and/or line of credit to a qualified business. "Account" refers to the loan and/or line of credit approved by BMO Harris. On behalf of your business and its owners/officers/ partners, you represent and warrant that by signing this Application (1) you are an authorized representative of the business with authority to enter into contracts on behalf of the business; (2) you are authorized to enter into a credit agreement with BMO Harris and to borrow money and (3) if approved, each loan will be for a business or commercial purpose only. You certify that the information provided on the Application is accurate and complete. You agree to notify BMO Harris of any change to the information provided in this Application including beneficial ownership information (Control or Ownership Prongs) for renewable financial products during any renewal period. You authorize BMO Harris to verify information and obtain other information from credit reporting agencies and other third parties, including information about you, personally, and the Business that BMO Harris deems appropriate in considering the request for credit and subsequently any future purposes in connection with existing or contemplated extensions of credit to the Business, to you or to any entity in which you are an owner, director, manager or officer. You agree that any such information obtained by BMO Harris will remain the property of BMO Harris whether or not credit is extended. You agree that the Application may be considered by BMO Harris for other BMO Harris business credit products at BMO Harris' discretion. You also agree that BMO Harris may exchange information about you and your obligations under this Application with your references, other businesses (including affiliates of BMO Harris), any Guarantor(s), and credit reporting agencies and may confirm any information provided by you. Receipt of an executed signature page to this Application by facsimile or other electronic transmission shall constitute effective delivery thereof. Electronic records of the executed Application maintained by the Bank shall be deemed originals thereof. Any obligation on the part of BMO Harris to enter into the BMO Harris Loan and/or Line of Credit with your Business is subject to BMO Harris' satisfactory completion of all of its credit and legal due diligence.

BY SIGNING THIS APPLICATION, THE APPLICANT AUTHORIZES BMO HARRIS BANK N.A. TO DEDUCT OR WITHDRAW FUNDS FROM THE APPLICANT'S DEPOSIT ACCOUNT WITH BMO HARRIS BANK N.A. TO SATISFY (1) ALL AMOUNTS PAID BY BMO HARRIS BANK N.A. TO THIRD PARTIES DURING THE UNDERWRITING PROCESS REGARDLESS OF WHETHER ANY LOAN DOCUMENTS ARE ENTERED INTO BY THE APPLICANT AND THE BANK AND (2) ANY AMOUNTS OWING UNDER THE DISBURSEMENT REQUEST AND AUTHORIZATION FORM.

If Borrower is an Individual or Sole Proprietor, check one of the boxes below. If Box B is checked below (showing intent to apply for a joint account), each co-applicant signs below and hereby affirms that they intend to apply for joint credit.

- A. I am applying for an individual account in my own name and am relying on my own income or assets and not the income or assets of another person as the basis for repayment of the credit requested. If a Wisconsin or Arizona sole proprietor or individual, I am relying on my own income or assets and marital community property.
- B. I am applying for a joint account or an account that another person and I will use.
- C. I am applying for an individual account, but am relying on income from alimony, child support, or separate maintenance or on the income or assets of another person as the basis for repayment of the credit requested.

Each of the undersigned hereby acknowledges and agrees to the above statements and authorizations.

Please provide signatures for fields marked with an X (if applicable).

Applicant's signature(s) required

Print business name (if applicant is a business)

Title

Print first name M.I. Last name Date

Applicant's signature

X _____

Title

Print first name M.I. Last name Date

Applicant's signature

X _____



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Credit request

If loan proceeds are to be deposited into your BMO Harris checking account, please provide the checking account number below. You authorize BMO Harris to deduct from this checking account all fees due under the Disbursement Request and Authorization Form.

If requesting a line of credit, do you want this linked to a BMO Harris checking account to provide Overdraft Protection? Yes No If yes, please provide the checking account number:

Loan/Line of credit repayment information

Automatic payments: Yes No*

If yes, please provide the information below:

Depository bank name

Account number

Routing number (please provide a voided check or deposit slip)

*Interest rates on loans without automatic payment from a BMO Harris account may be priced at a higher rate.

Important notice if your loan or line of credit is to be secured by a first lien on a dwelling:

If your loan or line of credit is to be secured by a first lien on a residential structure that contains one to four units, we may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

Important information about procedures for opening a new account:

To help the government fight the funding of terrorism and money laundering activities, federal law (USA Patriot Act (Title III of Pub. L. 107 56 signed into law October 26, 2001)) requires all financial organizations to obtain, verify and record information that identifies each person who opens an account. When you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may also ask you to provide a copy of your driver's license or other identifying documents. For each business or entity that opens an account, we will ask for your name, address and other information that will allow us to identify the entity. We may also ask you to provide a copy of your certificate of incorporation (or similar document) or other identifying documents. The information you provide in this form may be used to perform a credit check and verify your identity by using internal sources and third party vendors. If the requested information is not provided within 30 calendar days, the account will be subject to closure.



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State Notices

The following notices are or may be required by state laws. Unless otherwise indicated, each notice applies or may apply to a Borrower who is an individual or Sole Proprietor and/or a Guarantor who lives in the indicated states on the dates that they signed the Loan/Line Credit of Application and to any such individuals who are residents of that state. For purposes of the following notices, "lender," "we" or "us" refers to BMO Harris Bank N.A.

Florida

The following statement is required under Rule 69B-124.002, F.A.C., of the rules and regulations promulgated by the Chief Financial Officer relative to anti-coercion:

The Insurance Laws of this state provide that the lender may not require the borrower to take insurance through any particular insurance agent or company to protect the mortgaged property.

The borrower, subject to the rules adopted by the Chief Financial Officer, has the right to have the insurance placed with an insurance agent or company of his choice, provided the company meets the requirements of the lender. The lender has the rights to designate reasonable financial requirements as to the company and the adequacy of the coverage.

I have read the foregoing statement, or the rules of the Chief Financial Officer relative thereto, and understand my rights and privileges and those of the lender relative to the placing of such insurance.

Wisconsin

No provisions of a marital property agreement, a unilateral statement under Section 766.59, or a court decree under Section 766.70, adversely affects the interest of the creditor unless the creditor, prior to the time credit is granted, is furnished a copy of the agreement, statement or decree, or has knowledge of the adverse provision when the obligation to the creditor is incurred.

Sharing and Use of Information Within the BMO Harris Family of Companies

BMO Harris may share within the BMO Harris Family of Companies information about your transactions or experiences and Guarantor(s) transactions or experiences with BMO Harris, information you and Guarantor(s) supply on the account applications, and information BMO Harris receives from third parties. If you and/or Guarantor(s) is an individual, you and Guarantor(s) have the right to instruct BMO Harris not to share among BMO Harris banks and affiliated financial service companies certain information (other than information about BMO Harris transactions and experiences with you and Guarantor(s)) from your account applications or information BMO Harris receives from third parties. You and Guarantor(s) may limit BMO Harris from using personal information received from BMO Harris' affiliates within the BMO Harris Family of Companies, such as BMO Harris banks, brokerage, insurance or investment advisory affiliates, to market BMO Harris products or services to you and Guarantor(s). This information includes income, account history and credit scores. To inform BMO Harris that you and/or Guarantor(s) do not want BMO Harris to share certain information about you and Guarantor(s), please contact BMO Harris at 1-888-654-0063 or visit any BMO Harris Bank location. Each of your choices and Guarantor(s) will apply to everyone at the same address in BMO Harris' records. The BMO Harris Family of Companies means BMO Harris Bank and all other companies affiliated with BMO Harris by common ownership or control.

FOR INTERNAL BANK USE ONLY (must be completed prior to submitting application)

All applications must be submitted for processing on the date the application is received from the applicant.

Campaign code (if applicable)	Date application received from applicant	Funds required date
<input type="text"/>	<input type="text"/>	<input type="text"/>
Branch Manager/BRM/RM name		
<input type="text"/>		
Branch Manager/BRM/RM phone number		
<input type="text"/>		
Referring banker name		
<input type="text"/>		
Line of Business code	BUC number	
<input type="text"/>	<input type="text"/>	

Check this box if any one of the borrower(s), owner(s), or guarantor(s) has a BMO Harris Trust or Investment account.

Please submit for underwriting by e-mailing application and all required documentation to BPLC.DealSubmission@bmo.com or faxing to 705-719-1740.

The original application must be submitted prior to booking approved lines or loans. Interoffice the original application to: Attention Business Lending Operations: Mail Code BRK-401



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