A logo for a small business

Description automatically generated

Small Business Funding Questionnaire

\*Please answer the following questions in red.

# Section 1: Business Information

* Business Name:
* Business Address:
* Business Phone Number:
* Email Address:
* Business Website:
* Business Entity Type (e.g., LLC, S-Corp, Sole Proprietor):
* Date Business Established:
* Number of Employees:
* Industry/Sector:
* Federal Employer Identification Number (EIN):

# Section 2: Ownership Information

* Owner Name(s):
* Percentage of Ownership:
* Owner(s) Personal Credit Score:
* Owner(s) Personal Annual Income:
* Are there any other businesses you own or have a financial interest in? (Yes/No):
* If Yes, please list:

# Section 3: Business Financial Information

* Annual Gross Revenue (last 12 months):
* Monthly Average Revenue:
* Net Income (last 12 months):
* Profit Margin (%):
* Do you have any existing business loans? (Yes/No):
* If Yes, please provide loan amount, lender name, and monthly payment:
* Have you filed business taxes for the last two years? (Yes/No):
* Business Bank Account Balance (average over the last 3 months):
* Do you have any current liens or judgments against the business? (Yes/No):
* Do you have accounts receivable? (Yes/No):
* If Yes, what is the average balance of accounts receivable?
* Business Debt-to-Income Ratio:

# Section 4: Loan Request Information

* Desired Loan Amount:
* Purpose of Loan (e.g., working capital, equipment purchase, real estate, debt consolidation):
* How soon do you need the funds?:
* Have you previously applied for business funding? (Yes/No):
* If Yes, what was the result?:

# Section 5: Business Plans and Future Growth

* What are your business’s short-term (1 year) and long-term (5 years) goals?:
* How will the loan help you achieve these goals?:
* Do you have a business plan or financial projections? (Yes/No):
* If Yes, please provide an overview:
* What steps have you taken to improve your business's cash flow and financial health?:

# Section 6: Collateral Information (if applicable)

* Do you have any assets available to use as collateral? (Yes/No):
* If Yes, please list the assets and their estimated value:
* Are you willing to personally guarantee the loan? (Yes/No):

# Section 7: Additional Information

* Have you ever filed for bankruptcy, either personally or for your business? (Yes/No):
* If Yes, please provide details:
* Do you have any partners or investors in your business? (Yes/No):
* If Yes, what percentage do they own?:
* Are you a minority-, women-, or veteran-owned business? (Yes/No):
* Are you certified as a small business, minority business enterprise (MBE), or woman business enterprise (WBE)? (Yes/No):

# Section 8: Documentation Checklist

* Last two years of business tax returns
* Personal tax returns (for all owners with 20% or more ownership)
* Business financial statements (Balance Sheet, Income Statement, Cash Flow Statement)
* Six months of business bank statements
* Proof of business ownership (Articles of Incorporation, Operating Agreement, etc.)
* Business plan or financial projections (if available)
* Any existing loan agreements or promissory notes

By signing below, you confirm that the information provided in this questionnaire is accurate to the best of your knowledge.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_