



REAL ESTATE AND COMMERCIAL LENDING

501 N. Main St., Ste. 120
Wasilla, AK 99654
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(907) 694-4891, ext 165
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Member Business Loan Checklist

Thank you for contacting Matanuska Valley Federal Credit Union for your organization's financial needs. In order to expedite your business loan process please gather and submit the following documents at one time.

- A completed Matanuska Valley Federal Credit Union Member Business Loan Application.
- Your Business Entity Organizational Documents (i.e. Articles of Incorporation, LLC or Partnership Operation Agreement.)
- The most recent three years' complete signed business tax returns (including all schedules and K-1s)
- Signed (each document) interim, year-to-day internal set of financial statements (Income or Profit & Loss Statement, Balance Sheet, and Cash Flow Statement.)
- The most recent three years' complete signed personal tax returns (including all schedules) of all guarantors and owners who own or control 20% or more of the organization.
- Signed Personal financial statement of all guarantors and owners who own or control 20% or more of the organization.
- A current Business Plan. (If business is less than 2 years old)
- Signed company Financial Projections (Cash Flow) for the next three years. (the first year month by month and year 2 & 3 totals) (If business is less than 2 years old)
- A breakdown of the amount requested and how the proceeds will be used.
- A pay back plan including when and how you expect to be able to pay the loan off.

Please submit all requested documents at one time to:

Matanuska Valley Federal Credit Union
Attn: Commercial Lending
501 N. Main St., Ste. #120
Wasilla, AK 99654

If you have any questions please contact us at 907-745-9165.

Building Better Financial Futures Since 1948!

Your savings federally insured to at least \$250,000 and backed by the full faith and credit of
The United States Government National Credit Union Administration, a U.S. Government agency.

