



CONDITIONAL APPROVAL IS JUST 6 EASY STEPS AWAY

One of the first steps in purchasing commercial real estate or buying a business is pre-qualification, or conditional approval. How much financing does your business qualify for? It's easy to find out! Just have all principals (anyone owning 20% or more of the company) complete the enclosed forms and prepare the information indicated below. Once we have had an opportunity to review these items with you, we will have you pre-qualified within 48 hours. It just does not get any easier than that. The documentation required is:

1. Copies of your business tax returns for 2007, 2006 & 2005;
2. Year to date balance sheet and profit/loss statement for 2008;
3. Copies of all principals' personal tax returns for 2007, 2006 & 2005;
4. Application Forms (enclosed);
5. Personal Financial Statement (enclosed);
6. One Page Summary of Loan Request and Purpose.

Thank you for the opportunity to assist you with your financing needs. If you have any questions or require any assistance, please do not hesitate to contact me. I am here to help.

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