

CRE FUNDING READY CHECKLIST

A practical 25-point checklist for business funding readiness.

01 ENTITY & PAPER TRAIL

- [] Your LLC or corporation is active in the state where you actually operate
- [] Your EIN confirmation letter is on file - the CP 575 or a 147C
- [] The business address on your bank account, licenses and tax filings all match
- [] Your operating agreement or bylaws list the correct owners and percentages
- [] Every license and permit your trade requires is current
- [] Your entity is registered in the state where the bank account was opened

02 BANKING & CREDIT BEHAVIOR

- [] A dedicated business checking account, opened with your EIN not your Social Security number
- [] Six or more months of statements that show steady deposits, not one good month
- [] No returned payments, overdrafts or negative balances in the last six months
- [] Business credit reporting activated with Dun & Bradstreet, Experian and Equifax
- [] Two to four vendor or trade accounts reporting your payment history
- [] A business phone and address listed with the credit bureaus, not a home number

03 THE NUMBERS THEY READ

- [] Twelve months of profit and loss - a clean spreadsheet is fine
- [] A current balance sheet showing what you own and what you owe
- [] Three to six months of bank statements exported as PDFs
- [] Every debt obligation listed with its balance and monthly payment
- [] A one-page answer to: what is the money for, and what does it return?
- [] A revenue trend explained in plain language - growth, dip, or seasonality

04 THE APPLICATION ITSELF

- [] A use-of-funds statement with real amounts against real costs
- [] A business profile: what you sell, to whom, and for how long
- [] Ownership and guarantor details for every signer
- [] A short written reason you are applying to this lender specifically
- [] Your credit inquiries checked so you know what a lender will already see
- [] One lender at a time, in an order you planned on purpose

[] A follow-up plan for the day after you submit