

EDIC/LYNN

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Checklist for organizing your business idea

- ___ A Description of Business (narrative)
- ___ Personal Data (your experience)
- ___ Credit Reports (release signed for us to obtain report)
- ___ Tax Returns for Two (2) Years
- ___ Personal Financial Statement
- ___ Financial Projection
- ___ Basis for Financial Projection
- ___ Balance Sheet
- ___ Letters of Reference
- ___ Contracts
- ___ Lease(s)
- ___ License(s)
- ___ Capital Equipment List
- ___ Copy of Drivers License
- ___ If not a US Citizen, please provide evidence of legal status (ie social security number, individual taxpayer identification (ITIN) or permanent resident card)

Other information

- What is your reason for going into business?
- Who is your competition?
- What is your market?
- Who will be managing your business?
- If financing – how will the funds be used?
- Do you or your business have any outstanding tax liens? If yes, please attach an explanation.