

East Cambridge Savings Bank Commercial Real Estate Loan Application

BUSINESS INFORMATION

Business Name: _____
 Address: _____
 Telephone: _____ Tax I.D. _____

Individual Name(s): _____
 Address: _____

Telephone _____ Social Security # _____ Date of Birth: __/__/__

TYPE OF BUSINESS

Proprietorship [] Partnership [] Sub-Chapter S [] Corporation []
 Non-Profit [] Individual [] LLC []
 SIC Code _____

BUSINESS OWNERSHIP/PRINCIPALS

Ownership Distribution: (List stockholders, principals with 20% or more ownership)

Name	Title	Social Security Number	%Ownership

Name	Title	Social Security Number	%Ownership

Name	Title	Social Security Number	%Ownership

BUSINESS PROFILE

What does your business do? _____

Year Established _____ Number of Employees _____ Years at Present Location _____

Own _____ Lease _____

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Commercial Real Estate Loan Application

REAL ESTATE ADDENDUM

What name is the property going to be titled in _____

Property Address: (attach legal description) _____

City _____ State _____ Zip _____ County _____

Describe Property (Include location, size, age, building material, layout, type and conditions of improvements, land area, access, parking, and any other pertinent or appropriate information): _____

Type:

- Commercial (type & size) Office _____ square foot Office Warehouse _____ square foot
 Retail _____ square foot Other _____ square foot Industrial _____ square foot
- Personal Residence
 Other Residential 1-4 Family Multi-family (# of units _____) Other _____
 Agricultural Homestead Non-Homestead Acres _____

Complete for all requests:

Purchase Price \$ _____

Down Payment \$ _____ Source of Down Payment: _____

Tax Assessed Value \$ _____

For the refinance of real estate or secured by existing real estate, please complete the following:

Date Purchased _____ Cost of improvements made after purchase \$ _____

Current Market Value \$ _____ Description of those improvements _____

Prior Liens \$ _____

ADDITIONAL REQUIREMENTS:

- Purchase Agreement (if purchasing real estate or building)
 Copy of Lease Agreements
 Copy historical income & expense information (Schedule E of Tax Returns)
 Most recent property tax statement (if refinancing real estate or secured by existing real estate)
 Recent environmental report or appraisal (if available)

IN ADDITION, THE FOLLOWING IS NEEDED FOR CONSTRUCTION REQUESTS:

- Sworn Construction Statement (if proceeds are for construction cost)
 Copy of plans, specifications and cost breakdown (if proceeds are for construction cost)

This Application Addendum form is hereby incorporated by reference in the business loan application completed by the Business Applicant identified above.

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Commercial Real Estate Loan Application

CERTIFICATION

The undersigned represent, warrants and certifies that, to the best of his or her knowledge and belief, all information contained in this loan application and in the accompanying statements and documents is true, complete, and correct. The undersigned agrees to notify the Bank immediately of any material changes in this information. It is further agreed that, whether or not the loan herein applied for is approved, the undersigned will pay or reimburse the bank for the costs, if any, of surveys, title or mortgage examinations, appraisals, etc., performed by non-Bank personnel with the consent of the applicant. The undersigned authorizes the Bank to contact any bank, trade creditors and credit bureaus it deems necessary without further notice. This application and accompanying documentation shall remain the property of the East Cambridge Savings Bank.

Business Name
(print): _____

Applicant
Signature: _____ Title: _____ Date: _____

Applicant
Signature: _____ Title: _____ Date: _____

Applicant
Signature: _____ Title: _____ Date: _____

Mail Application: East Cambridge Savings Bank
292 Cambridge Street
Cambridge, MA 02141
ATTN: Business Banking Department

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Commercial Real Estate Loan Application

BUSINESS LOAN APPLICATION CHECKLIST

Please be sure all of the following documentation has been included in order for your business loan application to be processed.

- Business Loan Application
- Accountant-Prepared Business Financial Statements (Profit and Loss, Balance Sheet) for the past three fiscal years.
- Business Federal Tax Returns for past three fiscal years.
- Interim Financial Statements (if available)
- Most Recent Federal Tax Returns for each principal owner listed in the first section of the Business Loan Application
- Personal Financial Statement
- Organizational Papers (Articles, etc.)

- OTHER: _____