

## BUSINESS NOTE NECESSARY DOCUMENTATION

The following is a list of the documentation or items that will be required for the successful completion and release of payment for Business Note transactions.

### Business Note Information Checklist

- \_\_\_ Business Promissory Note
- \_\_\_ Chattel Security Agreement (with equipment list)
- \_\_\_ Filed UCC's on all equipment
- \_\_\_ Bill of Sale
- \_\_\_ Verifiable proof of down payment
- \_\_\_ Proof of liability and hazard insurance
- \_\_\_ Closing Statement
- \_\_\_ Real Estate Lease and Assignment
- \_\_\_ Verifiable Payment Record
- \_\_\_ Address, Social Security numbers and employment information for all buyers
- \_\_\_ 2 years tax returns showing profitability of business
- \_\_\_ Photographs of business and surrounding locations

\*\* Please note that there may be additional requests if necessary to properly process and complete the transaction