



Foremost Equipment Lender

Deal Submissions/Application Checklist

Published guidelines represent the minimum requirements for each program and are subject to CHB lender discretion.

- To Preview a Transaction – Please contact the Business Development Director
- Minimum Transaction Size \$15,000 - \$300,000 Maximum
- Email Subject Line: New Deal: Business Name
- Submit All Required Files to: credit@chbef.com
- To Process, the following items are needed (prefer PDFs):

To ensure a quick turn-around on the credit decision, please supply all the completed information with your packet. All Credit Applications must have a Wet or Digital Signature.

\$15,000 to \$149,999

For Finance Requests From \$15,000 to \$149,999

- **Signed** Credit Application with Credit Release Endorsement
- Equipment Invoice with all Costs Broke Down
- PG for anyone with more than 20% ownership
- 3 Months Most Recent Business Bank Statements
- Equipment / Purchase Justification
- Spec Sheet of Equipment
- Permission to conduct the Phone Interview

\$150,000 to \$300,000

For Finance Requests over \$150,000

- **Signed** Credit Application with Credit Release Endorsement
- Equipment Invoice with all Costs Broke Down
- PG for anyone with more than 20% ownership
- 2 Years Financial Statements (Audited / Reviewed)
- 2 Years of Business Tax Returns
- Current Year Interim Financial Statements
- 3 Months Most Recent Business Bank Statements
- Equipment / Purchase Justification
- Spec Sheet of Equipment
- Permission to conduct the Phone Interview

Start Ups to \$75,000

Less than 18 Months - Time In Business

- **Signed** Credit Application with Credit Release Endorsement
- Equipment Invoice – Maximum Financed Amount is \$75,000
- 3 Months of Complete Bank Statements
- Spec Sheet of Equipment
- Permission to conduct the Phone Interview

Private Party Sale

Must be Titled Equipment with Funding of \$25,000 or More

- **Signed** Credit Application with Credit Release Endorsement
- Copy of Title in Sellers Name (Titled Collateral Only)
- Official Bank Payoff Letter on bank Letterhead
- Bill of Sale With all Contact Information For Seller
- Pictures of Collateral
- Mileage of Collateral
- Permission to conduct the Phone Interview
- Buyer Must Visually Inspect the Collateral In-Person

Proof of Time in Business

Pick One to help demonstrate TIB

- Secretary of State
- Articles of Incorporation
- Business Report (PayNet)
- Tax Returns

Invoice/Spec Sheet

Required With All Submissions

- Vendor Invoice
- Specs of Equipment
- Mileage
- Hours
- Serial Number Listed
- VIN matches All Documents (Including Rebuilds)
- Photos/Condition Report for Used Equipment

Proof of Business Ownership

Pick One to Prove Ownership

- Tax Returns (Schedule C, K-1)
- Articles of Incorporation
- Secretary of State / SOS or Articles of Incorporation
- Must show the Owner on the document

Proof of Real Estate Owner

Pick One to Prove Real Estate / Home Ownership

- Tax Assessor/Tax Bill
- Deed of Trust
- Mortgage Statement
- Proof of Home In Spouses Name
- Credit Bureau Report

Disclosures

- Private Party Sale
- If applicant was submitted to another funding source