



Originating Officer: \_\_\_\_\_  
 Branch: \_\_\_\_\_

**BUSINESS CREDIT APPLICATION**

**TYPE OF CREDIT:**

- Line of Credit (\$250 annual fee)
- Term Loan/Lease (\$250 application fee)
- Commercial Mortgage (Fees to be determined)
- Business Overdraft Protection (\$50 annual fee)

Amount Requested: \_\_\_\_\_ Term: \_\_\_\_\_  
 Purpose of Credit Request (use of proceeds): \_\_\_\_\_

**BUSINESS INFORMATION:**

Business Name: \_\_\_\_\_ Taxpayer ID #: \_\_\_\_\_  
 Street Address (Main office): \_\_\_\_\_ Tel.# Business: \_\_\_\_\_ Home #: \_\_\_\_\_  
 City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax. #: \_\_\_\_\_ Cell #: \_\_\_\_\_  
 Date Business Established: \_\_\_\_\_ Length of current ownership?: \_\_\_\_\_ Email address: \_\_\_\_\_  
 State of Incorporation: \_\_\_\_\_ No. of employees: \_\_\_\_\_ Website: \_\_\_\_\_  
 Corporate Structure (check one):  C Corporation  S Corporation  Sole Proprietorship  Partnership  
 Limited Liability Co. (LLP/LLC)  Other \_\_\_\_\_ Insurance Agent: \_\_\_\_\_

Describe your business: \_\_\_\_\_

Depository Bank	Type of Account	Account No.	Average Balance
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

**MANAGEMENT/SHAREHOLDER INFORMATION:**

(Information required on all partners, members, officers, guarantors, and directors holding 15% or more of outstanding common stock.)

Name	Social Security No.	Street, City, State, Zip	Date of Birth	Title	% Owned
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**BUSINESS FINANCIAL INFORMATION:**

Your primary business location is (check one):  Owned  Leased  
 Monthly Rent \$ \_\_\_\_\_ Lease expiration date: \_\_\_\_\_ Monthly Mortgage payment \$ \_\_\_\_\_ Mortgage holder: \_\_\_\_\_

	Land/Building	Machinery/ Equipment	Furniture/ Fixtures	Accounts Receivable	Inventory	Other
Estimated market value (as of ___) \$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
To be pledged as collateral:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Collateral owned by business:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please include information on all equipment leases, commercial loans, credit lines and mortgage payables. Indicate with an asterisk (\*) any debts to be paid with loan proceeds. Use additional sheets if necessary.

Name/Address of Noteholder	Type of debt (ie: Term, Revolving)	Original Date	Original Amount	Current Balance	Monthly Payment	Collateral Pledged
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

If you answer yes to any of the following, please provide an explanation on a separate sheet.

- Are you or the company an endorser, guarantor or co-maker of any obligations not listed on this application?  YES  NO
- Is the business, its managers or owners party to any pending claims or lawsuits of any nature?  YES  NO
- Are there any claims pending regarding tax disputes, environmental or other regulatory disputes?  YES  NO
- Has your business, any officer of your business or you individually, ever filed for bankruptcy or receivership?  YES  NO
- Has your business reported a loss in the past three fiscal years?  YES  NO
- Are you or your business currently delinquent on any payroll, federal, state, property or sales taxes?  YES  NO

## PERSONAL FINANCIAL STATEMENT:

(Please complete a separate sheet for each owner/guarantor/shareholder owning 15% or more of the business)

Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
 Home telephone: \_\_\_\_\_ Email address: \_\_\_\_\_ Primary Depository Bank: \_\_\_\_\_

ASSETS		LIABILITIES	
Cash, on hand & in Banks		Notes Payable TTC	
Marketable Securities		Notes Payable other Banks	
Other Securities		Installment Loans	
Real Estate Owned		Amounts owed to Relatives or Friends	
Mortgages owed to me		Life Insurance Loans	
Cash Value Life Ins.		Revolving Credit Card Debt	
Automobiles		Unpaid Taxes & Interest	
Other Assets – Itemize:		Mortgages (Schedule 1 below)	
		Other Liabilities – Itemize on separate sheet	
		<b>Total Liabilities</b>	
		<b>Net Worth (Assets – Liabilities)</b>	
<b>Total Assets</b>		<b>Total Liabilities + Net Worth</b>	
Monthly Salary			
Face Value Life Insurance		Total Monthly Credit Card Payments:	

### Schedule 1: Real Estate Owned

Location/Description	% Ownership	Title in name of	Purchase Price/Year	Market Value	Mortgage Holder	Balance	Mo. Payment

Are the assets & liabilities on this statement jointly owned?  Yes  No

Name of Co-Owner: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

If you answer yes to any of the following, please provide an explanation on a separate sheet.

- Are you a defendant in any legal suit or action?  YES  NO  
 Are there any unsatisfied judgments against you?  YES  NO  
 Have you ever been through bankruptcy or made settlement with creditors?  YES  NO  
 Do you own or pay rent on your primary residence?  Own  Rent Mo. Pmt.: \_\_\_\_\_

For the purpose of obtaining and maintaining credit from TOMPKINS TRUST COMPANY from time to time through reliance on the foregoing financial statement, the undersigned warrants that the representations made in this statement are true and accurately show the financial condition of the undersigned as of the date below. The undersigned agrees to promptly notify the bank in writing of any change in financial condition shown by this statement which would affect the responsibility of the undersigned, whether such change results in the impairment of assets, increase in liabilities, insolvency of the undersigned, commitment of an act of bankruptcy by the undersigned or recovery of judgment against the undersigned. Also in the absence of such notice the undersigned expressly agrees that the bank in granting or continuing credit may continue to rely on this statement as true and accurate and of the same force and effect as if given at the time additional credit is given or existing credit is continued. If such notice be given your bank, or if such change occur, and such notice be not given or if any warranties made herein are at any time broken or unfulfilled, then all obligations of the undersigned held by the bank shall immediately become due and payable, without demand or notice, and may be charged against any credit balance of the undersigned with the bank. I authorize you to obtain such credit information on a continuous basis as you may require, to share such information with third parties as may be necessary in processing and reviewing my credit request and to answer questions about your credit experience with me or my business. The proceeds of the requested loan will be used for business purposes and not for personal, family or household purposes. Applicant/Signor (s) is aware that any knowing or willful false statements for purposes of influencing the actions of the Bank can be a violation of Federal law. This application and any accompanying documentation remain the Bank's property.

Business Name: \_\_\_\_\_

Owner/Guarantor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  Copy of Driver's License attached  
 Owner/Guarantor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  Copy of Driver's License attached  
 2 years personal tax returns attached  2 years business tax returns attached

#### Disclosure of Appraisal Notice

If the collateral, which will secure this loan, is a first lien on a 1-4 family residence, we may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

