

CHECKLIST OF DOCUMENTS NEEDED

TO PROCESS LOAN FROM

THE RECYCLING LOAN FUND

- _____ 1. A history and description of your business, including types of materials handled, customer base served, the ownership structure of the company, and the amount of materials diverted away from state landfills.
- _____ 2. Amount of your loan request and how the loan proceeds would be utilized.
- _____ 3. Accountant-prepared financial statements for the past three fiscal years.
- _____ 4. Most recent internally-generated interim financial statement available.
- _____ 5. Accounts receivable and accounts payable agings, dated same date as interim financial statement.
- _____ 6. Projected income statement for the next two fiscal years, along with a list of assumptions.
- _____ 7. Personal financial statement of each stockholder of the company (copy of statement provided to a bank is acceptable).
- _____ 8. Brief resumes or biographical sketches of key officers, including education and previous work experience.
- _____ 9. Copy of quotes for, or description of, equipment to be acquired with loan proceeds (if applicable).
- _____ 10. Copy of purchase and sales agreement for real estate to be acquired with loan proceeds (if applicable).

Please mail this information to:

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