

Checklist for Emergency fund requirements

- Application
- Personal history statement from any person with 20% or more ownership
- Personal financial statement from any person with 20% or more ownership
- Most recent two consecutive years of filed personal federal income tax returns from any person with 20% or more ownership
- Most recent interim Balance Sheet
- Most recent interim Income Statement
- Most recent two consecutive years of filed corporate federal tax returns or personal federal tax returns if sole proprietor
- Description of use of funds
- Narrative
 - Demonstrating the need for funds
 - Itemized list of the use of funds
 - Brief history of business, current owners and management