



FINANCING GUIDE

We're here to establish a strong banking relationship

United Bank of Philadelphia, your relationship bank, is committed to supporting small businesses in the Greater Philadelphia Region. These enterprises are essential to the local economy as they create and retain jobs. Our Relationship Team is here to guide existing businesses who are seeking to increase working capital, to finance business expansions or acquisitions, or to implement other growth strategies. This Financing Guide will help you navigate through the process. Remember, you should be looking for a relationship, not a transaction and that's what we're all about. We pride ourselves in building genuine relationships with our community.

What is a 7(a) Loan

The 7(a) Loan Program, SBA's most common loan program, provides financing for:

- **Commercial Real Estate** - Purchase a commercial building for your business.
- **Equipment and Inventory Purchases** - Replace and improve appliances, fixtures, furniture, or machinery when your purchases include productivity enhancing equipment, these funds can help you.
- **Business Acquisitions** - Expand and grow with funds at your fingertips, while building the community around you.
- **Business Debt Refinancing** - Refinance existing debt, within reason, while securing a strong cash flow.
- **Working Capital** - Access funds needed to maintain payroll, purchase inventory and market your business.

Determine Eligibility

To be eligible for 7(a) loan assistance, business must:

- Operate for profit
- Must be a small business as defined by SBA
- Have reasonable equity to invest
- Not delinquent on any existing debt obligation to the U.S. Government
- Have your personal credit report in order along with your credit score
- Have a well written business plan that shows your growth potential.
In that plan please include: A cash flow statement, A breakeven analysis,
A personal financial statement and Your funding needs.

Contact Us

Our relationship team understands the unique challenges of business. Send your questions to businessbanking@ubphila.com or contact a member of our business banking team.

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At United Bank of Philadelphia, your business is so much more than a transaction, it is a relationship. To learn more about our products and services, visit us at www.upbphila.com





Preliminary Application Checklist

Applicant Name: _____

Required Information - All Financing Evaluations	Required	N/A	Enclosed
Financing Request Summary (To be completed by Bank)			
Initial Eligibility Questionnaire (To be completed by Bank)			
Principal/ Guarantor Information: For all owners with 20% or more ownership in Applicant	Yes	N/A	Enclosed
Personal Financial Statement			
3 years most recent Personal Tax Returns			
Resume			
SBA Form 1919			
Authorization to Release Credit Information			
Credit Report (Free credit report to be pulled from Annualcreditreport.com)			
Borrower Information - Existing Businesses: For all Corporate Borrowers & Guarantors	Yes	N/A	Enclosed
Interim Financial Statements - Dated within 60 days			
Accounts Receivable / Accounts Payable Aging's - Dated within 60 days (if applicable)			
3 years most recent Corporate Tax Returns			
3 years most recent CPA Prepared Financial Statements (Audit, Review, Compiled - If Available)			
Projections (if historical cash flow is insufficient to service debt)			
Debt Schedule			
Project Related Information (As Applicable)	Yes	N/A	Enclosed
Real Estate Purchase Agreement or Letter of Intent			
Business Purchase/ Stock Redemption Agreement or Letter of Intent			
Construction Budget (with supporting proposals/ quotes)			
Furniture, Fixtures or Equipment Quotes or Proposals			
Draft Lease (If primary facility(s) are leased.			
Prior Real Estate Appraisal and/or Environmental Reports on Real Estate Collateral			
Debt Refinance	Yes	N/A	Enclosed
Promissory Notes or Capital/ Operating Lease Agreements			
Forbearance Agreement or Loan Modifications (if applicable)			
Loan Statement (most recent)			
Start- Up Business/ Change of Ownership	Yes	N/A	Enclosed
Business Plan			
Projections 3 Years (Monthly Year 1 / Annual Years 2 & 3)			
Projection Assumptions			
Business Valuation (if Available)			
Franchise			
Franchise/Jobber/ Dealer Agreement (if not listed on Franchise Registry)			

(* Other documents may be required if deemed necessary to properly determine eligibility)