



SBA PRE-CLOSE CHECKLIST

Step 4. *All checked items in Step 4 must be submitted before the loan closing process can begin*

CLOSING ITEMS:

- Legal certificate of trust (only if trust)
- Life insurance policy number and contact
- Borrower's Certification – SBA Form (signed & dated)
- Evidence of equity injection
- Settlement sheet – SBA Form 1050 (signed & dated)
- Standby Agreement or Subordination Agreement – SBA Form 155 (signed & dated)
- Copy of shareholder note tied to standby (purchase of existing business only)
- Fee disclosure form and compensation agreement (if fee is greater than \$2,500.00) – SBA Form 159 (signed & dated)
- Hazard insurance
- Landlord insurance
- Copy of Lease
- Applicant's Agreement of Compliance – SBA Form 601 (construction only)
- 100% performance bond and labor and materials payment bond [only borrower may be named as obligee on the bonds]