For pre-approval, the following documentation must be provided to VCC’s Underwriting Department for review:

[ ]  Filed Certificate of Incorporation/Articles of Incorporation, including all amendments (or equivalent document required by the state).

[ ]  Certificate of Good Standing (or equivalent document) issued from the state in which the Corporation is incorporated. The certificate cannot be dated more than 60 days prior to closing and must be provided regardless of the age of the company.

[ ]  Signed Corporate Bylaws, including all amendments, attachments and schedules, if any.

[ ]  All applicable Shareholder Agreement(s).

[ ]  A complete Shareholder List showing all shareholders and their respective ownership interests.

[ ]  EIN Number

[ ]  Any other documents or certificates as reasonably requested by VCC or required under state law.

If the property is located in a state other than the state in which the company is incorporated, the following documents issued from the state in which the property is located shall also be provided:

[ ]  A filed Certificate of Authority (or equivalent document) showing the company is properly registered in that state.

[ ]  A Certificate of Good Standing (or equivalent document) dated within 60 days of the loan closing.

If the company’s ownership includes a non-natural person, documents concerning that entity may also be required to be submitted for review.