

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OBTAINING CREDIT

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who obtains credit.

What this means for you: When you obtain credit, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

Lessee Information:

Lessee: _____
 Contact Name: _____ Title: _____ Tax ID No: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Billing Address: _____ City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____ E-Mail: _____ Date Established: _____
 What do you require to process invoices/billings from us, including lead times? _____

Equipment Description: (Please attach invoice/sales order)

Vendor: _____ Address: _____ Phone: _____
 1) _____ Delivery expected: _____ Cost: _____
 2) _____ Delivery expected: _____ Cost: _____
 3) _____ Delivery expected: _____ Cost: _____

Terms of Sale:

Lease Term Requested: _____ Years Interest Rate: _____ %
 Total Equipment Cost: _____ Payments per year ☐ Annually ☐ Semi-Annually ☐ Quarterly ☐ Monthly
 Less Trade In: _____ First Payment Due: In Advance ☐ In Arrears ☐
 Less Cash Down: _____ Any Preferred Payment Due Date? _____
 Less Rental Credit: _____ Is Equipment New? ☐ Used? ☐ Addition? ☐ Replacement? ☐
 Amount to Finance: _____ If replacement, how old is existing equipment? _____

When does the vendor expect to be paid? _____

Essential Use/Source of Funds Information:

Please explain the use of the equipment and the department that may be the primary user: _____

If addition, why is equipment being added? _____

From which fund will lease payments be made? _____

Will any loan or grant monies be used to make lease payments? _____

Do you anticipate issuing or designating more than \$10 million in tax-exempt obligations this year? _____

What additional leasing/financing is anticipated over the term of this lease? _____

Credit Information: (Please attach your last two (2) year end financial statements and a current interim statement if available)

Have you ever had any past non-appropriations? If so, explain: _____

What is your current debt rating? _____

Primary Bank: _____ Officer Name: _____

Address: _____ Phone No: _____

Bank or Eqmt. Lessor: _____ Acct. Number: _____ Contact: _____

Address: _____ Phone No: _____

Bank or Eqmt. Lessor: _____ Acct. Number: _____ Contact: _____

Address: _____ Phone No: _____

Law Firm: _____ Attorney Name: _____

Address: _____ Phone No: _____

Insurance Agent: _____ Contact: _____

Address: _____ Phone No: _____

I hereby authorize BB Community Leasing Services, Inc. or any credit bureau or other investigative agency employed by BB Community Leasing Services, Inc. to investigate the references herein listed or statements or other data obtained from me or from any other person pertaining to the credit and financial responsibility of the Lessee.

I agree that any such information, along with this application, shall remain BB Community Leasing Services, Inc.'s property whether or not the application is approved.

Lessee expects and anticipates adequate funds to be available for all future payments or rents after the current budgetary period.

Signed By: _____ Title: _____ Date: _____