

Loan Application Checklist

**WE WILL NOT BEGIN PROCESSING YOUR LOAN UNTIL
WE HAVE ALL OF THE NECESSARY DOCUMENTS**

START HERE For ALL Types of Loans: Fill in this information COMPLETELY!!!

- ☐ Check for Secured "Vehicle" Loan or Unsecured "Signature" Loan
- ☐ Choose "Individual" or "Joint" Credit
- ☐ Amount Requested and Length of the Loan
- ☐ Repayment Option (Choose only **ONE** option by checking the appropriate box)
- ☐ "Proceeds" Section-Check the correct box and ADD DESCRIPTION – Add Details for Vehicle
- ☐ Be sure to include a **PERSONAL** email address – **NOT A SCHOOL EMAIL** for privacy purposes
- ☐ Details of Employment – Fill out all sections of Employment Details
- ☐ List Name and Phone Number **including Area Code** of Nearest Relative Not Living with You
- ☐ **Page TWO**: Enter "**ASSETS**" including Bank Name and Balances – Real Estate and Auto Info Too
- ☐ Enter "**OUTSTANDING DEBTS**"-Rent/Mortgage Payments, Credit Card Debts and Auto Payments
- ☐ SIGNATURE(S) of all parties on the loan
- ☐ Proof of Income (Current pay stubs, W2 or Current Year Tax Returns) – Required ALL Applicants

PROCEED TO APPROPRIATE SECTION (A, B, C or D) TO COMPLETE THE APPLICATION

A. NEW or USED Vehicle Purchased from a DEALER

- ☐ Send a copy of the Bill of Sale from the Dealer – Needed **BEFORE** we can process the loan.
- ☐ For **USED** Vehicles: List the Make, Model & VIN Number & any extra options (i.e. sunroof, etc.)
- ☐ List the **MILEAGE** on the vehicle.

B. USED Vehicle Loan: Purchased from a PRIVATE PARTY

- ☐ List the Make, Model, Trim Level and VIN Number & any extra options on the vehicle (i.e., sunroof)
- ☐ Copy of the Title (Front and Back)
- ☐ Include the name of the Seller who the check will be payable to
- ☐ Copy of the Bill of Sale
- ☐ List the **MILEAGE** on the vehicle

C. REFINANCING Your Vehicle Loan

- ☐ List the Make, Model, Trim Level and VIN Number & any extra options on the vehicle (i.e. sunroof)
- ☐ Include the **Name, Phone Number** and **Account Number** of your **CURRENT** lender so that we can verify the payoff amount
- ☐ List the **MILEAGE** on the vehicle

D. UNSECURED Signature Loan { Example: Debt Consolidation, Home Repairs, etc.}

- ☐ Check the box for the **SPECIFIC REASON** for the loan {if "Other", fill in the reason for the loan.}
- ☐ For **Debt Consolidation Loans** - List the name(s) of the Creditor(s) **AND** amounts paid to each {i.e. credit card company}. All loan checks will be payable to the Creditor(s).

QUESTIONS? Call us at (708) 229-0322



EVERGREEN PARK SCHOOLS FEDERAL CREDIT UNION
9901 S KEDZIE AVENUE, EVERGREEN PARK, IL 60805
PHONE: 708-229-0322 FAX: 708-229-1841 EMAIL: myepsfcu@gmail.com
LOAN APPLICATION

IMPORTANT APPLICANT INFORMATION: Federal law requires financial institutions to obtain sufficient information to verify your identity. You may be asked several questions and to provide one or more forms of identification to fulfill this requirement. In some instances, we may use outside sources to confirm the information. The information you provide is protected by our privacy policy and federal law.

TYPE OF LOAN REQUESTED

FOR CREDIT UNION USE

IMPORTANT: Check the appropriate boxes below and complete the applicable sections.
☐ SECURED - VEHICLE ☐ INDIVIDUAL CREDIT – relying solely on my income or assets
☐ UNSECURED
JOINT CREDIT – we intend to apply for joint credit

ACCOUNT NO. _____ LOAN NO. _____
APPROVED ☐ DECLINED ☐
DATE _____
Authorized signature _____

AMOUNT
REQUESTED
\$ _____

REPAYMENT OPTION - choose ONLY one:

1) ACH Monthly Semi-Monthly

OR

2) PAYROLL D124 D231 AERO

OR

3) OTHER - (Describe) _____

PROCEEDS OF UNSECURED LOAN TO
BE USED FOR:

☐ Debt Consolidation

☐ Other - DESCRIBE: _____

VEHICLE LOAN:

☐ New ☐ Used

☐ Refinance ☐ Private Party

Make, Model, Year

VIN #:

APPLICANT INFORMATION

NAME (Last) _____ First _____ Middle _____

BIRTHDATE _____ PHONE NO. _____ DRIVER'S LICENSE NO. _____ SOCIAL SECURITY NO. _____ EMAIL - PERSONAL _____ AGES OF DEPENDENTS _____

ADDRESS (Street, City, State & Zip) _____ COUNTY _____ Do you own or rent _____ HOW LONG _____

Complete if less than 3 years at present address

PREVIOUS ADDRESS (Street, City, State & Zip) _____

COUNTY _____

Do you own or rent _____

HOW LONG _____

EMPLOYER (company name) _____

EMPLOYER ADDRESS _____

HOW LONG _____

BUSINESS PHONE _____

EXT. _____

POSITION OR TITLE _____

HOW OFTEN PAID _____

GROSS INCOME PER PAY PERIOD
\$ _____

Complete if less than 2 years at current job

PREVIOUS EMPLOYER (company name and address) _____

HOW LONG _____

NAME OF NEAREST RELATIVE NOT LIVING WITH YOU _____

PHONE _____

RELATIONSHIP _____

HOW LONG _____

Alimony, child support, or separate maintenance income need not be revealed if you do not wish to have it considered as a basis for repaying this obligation.

Alimony, child support, separate maintenance received under: ☐ Court Order ☐ Written Agreement ☐ Oral Understanding

SOURCES OF OTHER INCOME _____

AMOUNT PER MONTH
\$ _____

Is any income listed in this Section likely to be reduced before the credit request is paid off?
No Yes (Explain) _____

Have you previously received credit from us?
No Yes – When? _____

JOINT APPLICANT INFORMATION

Complete only if: for joint credit, for individual credit relying on income or assets from other sources, or applicant is married and resides in a community property state.

NAME (Last) _____ First _____ Middle _____ Relationship to Applicant _____

BIRTHDATE _____ PHONE NO. _____ DRIVER'S LICENSE NO. _____ SOCIAL SECURITY NO. _____ EMAIL - PERSONAL _____ AGES OF DEPENDENTS _____

ADDRESS (Street, City, State & Zip) _____ COUNTY _____ Do you own or rent _____ HOW LONG _____

EMPLOYER (company name) _____ EMPLOYER ADDRESS _____ HOW LONG _____

BUSINESS PHONE _____ EXT. _____ POSITION OR TITLE _____ HOW OFTEN PAID _____ GROSS INCOME PER PAY PERIOD \$ _____

Complete if less than 2 years at current job

PREVIOUS EMPLOYER (company name and address) _____

HOW LONG _____

Alimony, child support, or separate maintenance income need not be revealed if you do not wish to have it considered as a basis for repaying this obligation.

Alimony, child support, separate maintenance received under: ☐ Court Order ☐ Written Agreement ☐ Oral Understanding

SOURCES OF OTHER INCOME _____

AMOUNT PER MONTH
\$ _____

Is any income listed in this Section likely to be reduced before the credit request is paid off?
No Yes (Explain) _____

Have you previously received credit from us?
No Yes – When? _____

MARITAL STATUS

Complete only if: for joint or secured credit, or applicant resides in a community property state or is relying on property located in such a state as a basis for repayment of the credit requested.

APPLICANT _____ Married _____ Separated _____ Unmarried (including single, divorced, and widowed) _____
OTHER PARTY _____ Married _____ Separated _____ Unmarried (including single, divorced, and widowed) _____

ASSET INFORMATION							
Check box for applicant or other.							
ASSETS OWNED (use separate sheet if necessary)		APPLICANT					
		OTHER					
DESCRIPTION OF ASSETS				NAME IN WHICH THE ACCOUNT IS CARRIED	SUBJECT TO DEBT?	VALUE	
NAME OF BANKING INSTITUTION							
NAME OF BANKING INSTITUTION							
REAL ESTATE (location, date acquired)							
AUTOMOBILES (make, model, year)							
OTHER (list)							
TOTAL ASSETS							
OUTSTANDING DEBTS							
(include mortgages, rent, auto loans, charge accounts, installment contracts, and other obligations)							
CREDITOR (use separate sheet if necessary)	APPLICANT		ACCOUNT NUMBER	NAME IN WHICH THE LOAN WAS MADE	ORIGINAL AMOUNT	PRESENT BALANCE	MONTHLY PAYMENTS
		OTHER					
LANDLORD OR MORTGAGE HOLDER CURRENT % RATE:			Rent/Mortgage		Omit if rent	Omit if rent	
SECOND MORTGAGE/HOME EQUITY CURRENT % RATE:							
AUTOMOBILE LENDER (describe) Vehicle							
CREDIT CARDS							
TOTAL DEBTS							
COMPLETE THE FOLLOWING INFORMATION ABOUT BOTH THE APPLICANT AND JOINT APPLICANT OR OTHER PERSON (IF APPLICABLE):							
Are you obligated to make Alimony, Support or Maintenance Payments? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, to (name & address) Amt. per month \$							
Are you co-maker, endorser, or guarantor on any loan or contract? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, for whom? to whom?							
Are there any unsatisfied judgements against you? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, to whom owed? Amount \$							
Have you been declared bankrupt in the last 10 years? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, where?							
Signatures – I certify that everything I have stated in this application and on any attachments is correct. You may keep this application whether or not it is approved. By signing below I authorize you to check my credit and employment history and to answer questions others may ask you about my credit record with you. I understand that I must update credit information at your request if my financial condition changes.							
Applicant's signature					Date		
Other Signature (where applicable)					Date		