



A QUICK GUIDE TO APPLYING FOR A REGIONS SMALL BUSINESS LOAN

This Regions Quick Guide is for general information and discussion purposes only.

The Regions Simplicity Pledge®

Regions is committed to providing you with the information you need to make good financial decisions, and to helping you understand how your accounts and services work – simply, clearly and in plain language.

GETTING THE FINANCING YOUR BUSINESS NEEDS IN FOUR EASY STEPS

We're here to help your small business grow, and your Regions banker is with you every step of the way.

1. Meet with your banker to discuss your needs and the range of financing options available at Regions.
2. Complete and submit a Regions business loan application.
3. Provide all required documentation.
4. Upon approval, review any requirements, terms, pricing options and fees with your Regions banker.

YOUR SMALL BUSINESS FINANCING OPTIONS AT REGIONS

- **Real Estate Loans** – purchase, refinance or construction options are available for your business real estate
- **Equipment & Vehicle Loans** – to purchase or refinance equipment used in your business as well as business cars, trucks and specialty vehicles
- **Working Capital Loans** – lines of credit for accounts receivable and inventory financing
- **Agriculture Loans** – to purchase land and equipment as well as a line of credit for funding farm-related operating expenses
- **Business Credit Cards** – great ways to manage expense control for frequent small purchases by setting limits for each employee
- **Small Business Administration (SBA) Loans** – solutions available that may offer lower payments and/or smaller down payments than conventional loans
- **Customized Financing Options** – these may also be available; contact your Regions Banker

➔ **TIP:** Providing collateral such as owner-occupied real estate or a specific piece of equipment may improve the likelihood of loan approval.

OVERVIEW OF WHAT YOU CAN EXPECT

Submitting Your Business Loan Application

- **We will work with you to complete your application.** This includes gathering specific information about your business and its ownership, such as the length of time each owner has been in place and demographic and citizenship information about each principal owner with 20 percent or more ownership in the business as well as any guarantor
- **You'll be asked to provide additional documents.** These are outlined on page 2
- **We will perform an analysis and provide you with a loan decision.** The length of time for a loan decision will vary based on the size and complexity of the request, but a decision will typically be available within five calendar days of submitting a complete application
- **If your loan application is approved, the approval status will remain in effect for 30 days.** Your loan approval may come with conditions; for example, we may need to obtain a property appraisal from a third party. If you decide to accept the terms, and your loan is real estate secured, your actual closing time will be based on the availability of the type of appraisal required for your specific request. Non-real estate secured loans may close in as little as one day.

OVERVIEW OF WHAT YOU CAN EXPECT (continued)

Checklist of Required Documentation When You Submit a Regions Business Loan Application*

- Personal financial statement required for each guarantor/borrower**
A signed and dated statement is required for transactions of \$100,000 and greater.*
 - Personal and business tax returns for each guarantor/borrower**
The most recent two year-end periods are required for transactions of \$100,000 and greater.*
 - Interim business financial statements**
Required for transactions of \$100,000 and greater when the most recent year-end data is more than six months old.*
 - Industry-specific questionnaires and financial statements**
Applies to religious organizations and nonprofit organizations, as well as agricultural and restaurant loans.
 - Current, non-Regions bank account statements**
Up to six months may be required.
 - Other documents may be required based on your specific request.**
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*We may also require this documentation 1) when total credit exposure is greater than \$250,000 and 2) for lower loan amounts if the loan will not be secured by specific collateral.

Loan Requirements

If your loan is approved, we will let you know of any requirements, terms, pricing options and fees, including:

- **Terms** – This includes the loan amount, interest rate, repayment term, amortization period, required collateral, insurance and guarantees. Also, the promissory note you will sign will list events that could result in your loan being called due immediately. For lines of credit, the promissory note will also list events or conditions where we may choose not to permit additional advances
- **Automatic Debit Payment Method** – All loans will require that your payments be automatically debited from your Regions business checking account
- **Rates** – The interest rate available for your loan will be based on the collateral, your credit history, the term of your loan, market conditions and other factors. When there are variable-rate options available, we will explain how each would impact your payment amount so you can determine which option is best for you
- **Fees and Costs** – Most loans will include loan documentation, origination and late-payment fees. Some loans may also include a prepayment fee. You may be required to pay for services provided by third parties (such as real estate tax tracking, appraisal, recording and attorney fees)

Managing Your Account

- After your loan closes, you will receive a statement that will include your payment due date and amount. Plus, you can enroll in Regions Online Banking to get information about your account 24/7 at regions.com
- For lines of credit, we may require you to provide current financial statements and additional information from time to time while your line of credit is in place

WE'RE ALWAYS HERE TO HELP

To learn more, stop by your Regions branch, visit regions.com/yourbusiness, or call 1.800.regions.

This guide is subject to change. It is not an offer or contract for any product or service, and it does not replace the legal terms and conditions for your loan. Please refer to your loan documents for the legal terms and conditions of your loan. Other products and services described in this guide may be subject to separate terms and conditions. Credit products are subject to credit approval.

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