

Documents to Confirm Application Information

We are pleased that you have chosen United Capital Funding to serve your funding needs, and we look forward to helping your company grow. At United Capital Funding, we take pride in our open communication between our professional staff and our clients.

In order to underwrite the transaction, we will need the following:

- A document that confirms your business name/structure/ownership.**
Typically, registration papers from the state that you registered the company.
- Some reports you can print from your accounting software.**
 - Accounts Receivable Aging Summary and Detail report
 - A/P Summary and Detail report
 - Profit & Loss Statement and Balance Sheet (most recent quarter and year)
 - Sample invoices with back up (customer contracts/PO and POD)
- A copy of the driver's license of the owner(s) of the business.**
This is used to confirm your identity and is needed for our files.
- Your last fiscal business income tax return.**
If you are a new business and did not file a business tax return last year, please provide a copy of your personal federal tax return.
- Business bank statements for the past three to six months.**
- A document that confirms that your payroll taxes are up to date.**
 - **If you do not have employees**, this is not necessary.
 - **If you use a payroll service**, ask them to email you a copy of your most recent 941 and proof of payment. You may already have a copy in your files.
 - **If you do not use a payroll service**, please provide a copy of your most recently filed 941 form and a copy of the check (or check stub / bank statements) that you used to pay it. If you do not have this, please call us to discuss.
- Copies of your client(s) contracts, purchase orders, invoices and proof of delivery.**
- A copy of the last payment from the client(s) you intend to factor.**

