



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

- **Loan vs. Line** – A loan is traditionally used for a one-time upfront purchase of an item such as real estate, equipment or a vehicle, while a line is used intermittently throughout the year to support inconsistent cash flow. Our branch bankers will be able to help you decide which lending solution best suits your organization's needs.
- **Real Estate Loans** – purchase, refinance or construction* options are available for your business real estate
- **Equipment and Vehicle Loans** – to purchase a new or used vehicle or equipment for your business
- **Business Credit Cards** – great ways to manage expense control for frequent small purchases by setting limits for each employee. For more on Business Cards, visit regions.com/clarity
- **Agriculture Loans*** – to purchase land and equipment, as well as a line of credit for funding farm-related operating expenses
- **Working Capital Loans** – lines of credit for accounts receivable and inventory financing
- **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

*Your branch banker may partner with a specialist banker on your application based on loan type, application amount or application complexity.

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% 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 in addition to the overall credit relationship
- **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

OVERVIEW OF WHAT YOU CAN EXPECT (CONTINUED)

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

- Personal financial statement required for each guarantor/borrower**
 - Personal and business tax returns for each guarantor/borrower**
 - Debt schedule**
 - Interim business financial statements (balance sheet and profit and loss)**
When the most recent year-end data is more than six months old.
 - Copy of document for identification of applicants**
 - Banker provided 4506-T for individual applicants and business for applicant to sign**
 - Industry-specific questionnaires and financial statements**
Such as 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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*Supporting documentation requirements are based on the collateral type, amount of the loan, type of loan and overall total credit relationship. Your banker will work with you to determine what documentation is needed for your specific loan request.

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
- Some loan types have periodic reviews, and we may require you to provide current financial statements and additional information from time to time while your loan is in place

WE'RE ALWAYS HERE TO HELP!

To learn more, stop by your Regions branch, make an appointment with your Regions Banker at regions.com/businessloans, or call 1.800.regions.

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