

**RESUME**

**Personal Resumé Form** TO BE COMPLETED BY EACH PRINCIPAL INVOLVED IN THE LOAN. PLEASE MAKE COPIES AS NEEDED FOR EACH INDIVIDUAL

Name \_\_\_\_\_  
FIRST MIDDLE MAIDEN LAST

Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_ Race \_\_\_\_\_ Social Security No. \_\_\_\_\_

If not, please provide alien registration

U.S. Citizen Yes  . No  number \_\_\_\_\_

Home

address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Home phone \_\_\_\_\_ Business phone \_\_\_\_\_

Immediate past

address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Are you employed by the U.S. Government? \_\_\_\_\_ If so, give the name of the agency and position \_\_\_\_\_

Spouse's Name \_\_\_\_\_

FIRST MIDDLE MAIDEN LAST

Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_ Race \_\_\_\_\_ Social Security No. \_\_\_\_\_

If not, please provide alien

U.S. Citizen Yes  . No  registration number \_\_\_\_\_

**Personal information**

*Be sure to answer the next three questions correctly because they are important. The fact that you have an arrest or conviction record will not necessarily disqualify you; an incorrect answer will probably cause your application to be turned down.*

Are you presently under indictment, on parole or probation? Yes  . No

Have you ever been charged with and/or arrested for any criminal offense other than a minor vehicle violation? Include offenses which have been dismissed, discharged, or not prosecuted. (All arrests and charges must be disclosed and explained on an attached sheet) Yes  . No

Have you ever been convicted, placed on pretrial diversion, or placed on any form of probation, including adjudication, withheld pending probation, for any criminal offense other than a minor motor vehicle violation? Yes  . No

*If yes, to any of the above, furnish details in a separate exhibit. List name(s) under which held.*

**Miscellaneous questions**

Have you or any officer of your company ever been involved in bankruptcy or insolvency proceedings? Yes  No

Are you or your business involved in any pending or prior

lawsuits?

Yes

No

*If yes, please provide details on a separate sheet.*

Have you ever received an SBA loan?

Yes

No

*If yes, please provide a copy of the SBA Loan Authorization Document and the following:*

Original Amount		Date of the loan	
Current Balance		Status	



**Military service background**

Branch \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Rank at discharge \_\_\_\_\_ Honorable? \_\_\_\_\_  
Job description \_\_\_\_\_

**Personal Resumé Form** CONTINUED

**Work experience**

*List chronologically, beginning with present employment*

Name of Company \_\_\_\_\_ % of business Owned \_\_\_\_\_  
Full Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Title \_\_\_\_\_

Explanation of Duties \_\_\_\_\_

Name of Company \_\_\_\_\_ % of business Owned \_\_\_\_\_  
Full Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Title \_\_\_\_\_

Explanation of Duties \_\_\_\_\_

Name of Company \_\_\_\_\_ % of business Owned \_\_\_\_\_  
Full Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Title \_\_\_\_\_

Explanation of Duties \_\_\_\_\_

List of Any Associations:

List of Awards Received:

**Education (College or Technical Training)**

Name and Location	Dates Attended	Major	Degree or Certificate
1. _____	_____	_____	_____

Comments \_\_\_\_\_

**Credit Report Authorization**

I declare that the information provided in this application is true and correct. I hereby authorize the release of any and all credit report and other information required in the processing of my loan application and as required in the servicing and/or during the term of my loan. I further authorize Advantage Certified Development Corporation to release such information to any entity as required in the processing of my loan application.

I/We hereby certify that the enclosed information, including any attachments or exhibits provided here within or at a later date, is valid and correct to the best of my/our knowledge.

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Spouse

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

