

CORRESPONDENT BUSINESS NARRATIVE QUESTIONNAIRE AND CERTIFICATION

Borrower Name		Loan #					
Business Name			Website				
1.	What industry category If "Other" selected, ple						
2.	Does the business have	e a physical location?			☐ Yes	□No	
3.	Does the business have	e more than one physical si	te?		Yes	□No	
4.	What is the address of	the business physical locat	ion?				
5.	How many full-time en						
6.	Does the business provide a product (i.e., clothing, food service/restaurant, jewelry, manufacturing, retail sales, etc.)?					□No	
7.	Does the business provide a service (i.e., accounting, consulting, financial planning, real estate sales, insurance sales, law, therapy, etc.)?					□No	
8.	Is it a "real estate" related business (i.e., builder, developer, property flipper, etc.)?				☐ Yes	□No	
9.	What percentage of the business do you own?					%	
10.	How does your business get paid?						
	☐ Branch Deposits	☐ Check	☐ Square	Other			
	☐ Cash	Online Deposits	☐ Venmo				
	☐ Cash App	☐ PayPal	☐ Zelle				
11.	Please describe the bus	siness operations, how it is r	managed, and any key (details you can provide.			

Fixed Expense Factor Table						
Number of Full-time Employees/Contractors	0 – 1	2 – 10	11+			
Service Business ¹	30%	50%	60%			
Product Business ²	40%	60%	70%			
Real Estate Business ³	70%	75%	80%			

- 1 Service Business examples: Accounting, Consulting, Counseling, Financial Planning, Insurance, Law, Therapy, etc.
- 2 Product Business examples: Clothing/Jewelry, Construction, Food Service/Restaurant, Manufacturing, Retail, Trucking, etc.
- 3 Real Estate Investors (without a schedule of current real estate), Property Developers, and Property Flippers. CPA Letters will not be accepted for a lower expense ratio.