

The following documentation may be required as part of the application:

1. Current Balance Sheet & Income/Expense Statements (past two years).
2. Three year cash flow projection of income & expenses (including income assumptions).
3. Aging schedules for Accounts Payable & Accounts Receivable.
4. Personal Financial Statements (for sole proprietors, partners & guarantors).
5. Income Tax Returns (last three years).
6. Letters of decline.
(Agricultural Loans - 2 declinations from private lenders, Farm Credit Bank(s) and/or USDA -FSA)
(Aquaculture Loans - 3 declinations from two private lenders, and the appropriate Farm Credit Bank)
7. Copy(s) of Deed or Lease for farm.
8. Marketing/Purchasing contracts (if applicable).
9. Hawaii State Tax Clearance.
10. Narrative describing your business (i.e. location, size, employees, crops, markets, etc.)

For Sole Proprietorships, include the following:

1. Verification of education/experience in agriculture or aquaculture*.
2. Name of Spouse, Social Security Number, Date of Birth, & off-farm employment (if applicable).

For Partnerships and Limited Liability Company, include the following:

1. Partnerships: Partnership Agreement
2. LLC: Articles of Organization, Operating Agreement, Resolution to Borrow, List of Members

For Corporations & Cooperatives, include the following:

1. Copy of Charter or Articles of Incorporation with all amendments thereto.
2. Copy of By-laws properly adopted and now in force.
3. Resolution to Borrow (including minutes authorizing resolution).
4. List of stockholders or members, and amounts of shares owned by each.
(Include name, address, citizenship status, state residency status & years, education/experience in agriculture or aquaculture)*
5. List of Board of Directors.
(Include name, address, citizenship status, state residency status & years, education/experience in agriculture or aquaculture)*
6. List of Officers (include name, address, Social Security Number and Date of Birth).

* Education verification will require either college transcripts or diploma.
Experience verification will require tax returns.