



Asset Enhancement Solutions, LLC

Creative Solutions to Financial Challenges

Non-Traditional Financing Programs
Mergers & Acquisitions

Turnaround Consulting
Financial Management Services

PPP Loan Application:

General Partnership

Required Documents:

<p>All businesses of this type should provide the following:</p> <ul style="list-style-type: none"> • Full Schedule 1065 including K-1s • Color copy of 2 government issued ID (front and back) – Passport, Drivers License, etc. • Organizational Documents (a) • Payroll Summary Report for pay period that covers February 15, 2020 (e) 	<ul style="list-style-type: none"> • 2019 IRS Form W-3 for 2019 and 2020 (b) • 2019 IRS Form 940 for 2019 and 2020 (b) • Quarterly IRS 941s for 2019 and 2020 (b) • State quarterly wage unemployment insurance tax reporting form from each quarter (or equivalent payroll processor records or IRS Wage and Tax Statements) • Insurance & retirement benefit summary by plan and related documentation (c)
<p>For 2nd Draw PPP loans</p>	<ul style="list-style-type: none"> • If PPP Loan will be greater than \$150,000, documentation to prove the 25% or more reduction in revenue (c) (d) • PPP First Draw SBA Loan Number
<p>If you have employees outside the US</p>	<p>W-2s for employees living abroad</p>
<p>If you have employees making over \$100,000</p>	<p>W-2s for employees making over \$100K</p>

(a) Examples include: Articles of Incorporation, Certificate of Existence, Certificate of Organization, State LLC Agreement, Certificate of Formation or Articles of Information.

(b) To maximize amount of loan, you can use either average compensation for either 2019 or 2020.

(c) See “Forms” section of Asset Enhancement Solutions Website for templates that can assist you with presenting this information and samples of how to compile this for the lender.

(d) Revenue reduction proof includes tax returns, quarterly income statements, bank statements, sales tax returns or other documentation that accomplishes the same purpose.

(e) If the partnership has no employees, an invoice, bank statement, or book of record establishing that the partnership was in operation on February 15, 2020 must instead be provided.

Required Information:

<ul style="list-style-type: none"> • Business & Legal Name • Social Security Number • Job Title • Business Address • NAICS Code (6-digit) *** 	<ul style="list-style-type: none"> • Home Address • Date of Birth • Business Phone Number • Personal Phone Number • Citizenship Status 	<ul style="list-style-type: none"> • Ownership % of Business • Business Start Date • Number of Employees as of 2/15/2020 • Tax Identification EIN Number (9-digit) **
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** **Please Note:** This is a number (EIN) that was given to you by the government when you registered your business.

***NAICS is a classification system used for collecting, analyzing, and publishing statistical data. It is self-assigned, meaning an individual or business selects their own code that best depicts their primary business activity. [Click here](#) to determine your NAICS code for the application.