

FEDERAL RESERVE BANK OF SAN FRANCISCO
Required Documents Checklist for Commercial Loans

Please provide us with the following **original** documents, **if applicable**:

- _____ 1. Loan Agreements
- _____ 1. Promissory Note, including any amendments and modifications
- _____ 1. Credit/Loan/Participation/Syndication Agreement
- _____ 2. Recorded Deed of Trust, if secured by real estate
- _____ 1. Title Policy, if secured by real estate
- _____ 2. Security Agreement
- _____ 1. Guarantor Agreement(s)
- _____ 2. Lease Agreement
- _____ 3. Other Legal Document(s): _____
- _____ 1. System printout showing 1 year payment history and current principal balance

LOAN NO. _____
BORROWER _____
CURRENT PRINCIPAL BALANCE _____
ORIGINAL OR MODIFIED LOAN AMT _____
MATURITY DATE _____

All applicable documentation should be forwarded to the following address:

CRM-8th Floor, Mail Stop 830
Federal Reserve Bank of San Francisco
101 Market Street
San Francisco, CA 94105