



A "Complete Package" will get your transaction processed quickly and increase your chances for an Approval!

Packaging your transactions with complete information gets your deals priority attention. BSB Leasing really wants to give you the highest quality of service and attention. Please help us to put your deals in a priority position by giving our credit analyst a "Complete Package." Each package you send us should include the information shown below to be considered "**COMPLETE**"

Three Consecutive Month's Bank Statements



Hint: Review the statements! If deposits are minimal, find out why. Are there additional accounts? Is it a seasonal business with varying cash flow? Explain...

Complete Equipment Description



Hint: Send us the invoice or quote. Is it a "new" or "used"? Pictures are encouraged, if the asset is used or non-standard. If used equipment provide comparable values and condition reports. Be very specific as to how the equipment will be used.

Purpose of Acquiring the Asset? Can the Equipment be Justified?



Hint: Since we would rather not guess or incorrectly assume anything about the lessee's motivation to acquire equipment, include this information! Is it replacement equipment? New equipment to fulfill a contract? How will the equipment benefit the business? **Be specific.**

Describe the Line of Business



Hint: In some cases the business type is obvious but in many cases it isn't. Do not make us guess. Be specific. For example, residential-related contractors may not be desirable at the moment, however commercial or governmental contractors could be. Knowing this upfront helps us make an informed decision without having to pend your transaction for clarification

Who is the Applicant's Customer Base?



Hint: This is critical when dealing with contractors and manufacturers! If we don't know, we will be asking you.

Provide a Realistic Annual Revenue Estimate



Hint: This is especially important for companies that are servicing a seemingly high amount of debt. By knowing the relative size of the company via its revenues, we get through the issue of debt service.

Explain Excessive Inquiries and All Recent Leasing Inquiries



Hint: Don't make us guess how much debt a lessee is adding. Get explanations for recent inquiries. Be specific. Fully explain all recent leasing inquiries to include the full amount they are financing and the result of the other inquiries. If you have a history with the lessee please explain. You will increase your approvals by sharing more information - not less. Today most credit departments will decline a transaction rather than guess wrong as to how much a lessee is financing.

We Will Need Credit Applications or Credit Authorizations Signed and Dated



Hint: This is not our preference; however regulatory requirements are forcing us to require them when we review the original request. Unsigned applications will not be submitted into credit, so don't delay your application from being processed because of this requirement.