

# SMB Contractor Financing

#### **Program and Application Guide**



### FAQs

# <sup>1</sup> What documents will you need if you decide to move forward with an application?

An applicant will need a government-issued photo ID, a copy of their business tax return, and, if your bank account is unable to be verified electronically, a copy of your last three months business bank account statements.

#### <sup>2</sup> Does pre-qualifying effect your credit?

No, this pre-qualifying application will NOT impact your credit score. Though, for a smooth application process, make sure your credit report is NOT frozen. Unfreezing your credit may not be required to pre-qualify, but it is necessary for final approval. If your credit is currently frozen, please contact each credit bureau listed below to unfreeze it. We've provided contact information below for your convenience.

Freezing and unfreezing your credit is FREE. Experian: (888) 397-3742 | TransUnion: (888) 909-8872 Equifax: (800) 349-9960

#### <sup>3</sup> What is a verifiable business phone number?

This phone number will be verified against the applicant business and if the business does not have a verifiable phone number, please list the phone number related to it.

#### <sup>4</sup> What is your NAICS Code?

The North American Industry Classification System (NAICS) groups establishments into industries based on the similarity of their production processes. Your NAICS Code is <u>self-assigned</u> and based on your own assessment of the <u>primary activity of your business</u>. The comprehensive system covers all economic activities, with 20 sectors and more than 1,000 industries in 2022 NAICS United States.

While applying, leverage the "Obtain You NAICS Code" tool within the application with just a click to begin. If you have questions on how to use the tool, click "Help."

For more information about NAICS in general, visit the United States Census Bureau NAICS website.

#### <sup>5</sup> What is Persona?

Persona is a third-party platform utilized by Lendistry in its fraud prevention and mitigation process. It enables Lendistry to verify an individual's identity and protect against identity spoofing by automatically comparing the individual's selfie to their ID portrait with a 3-point composite and biometric liveness checks.

# <sup>6</sup> Who can I contact with questions about the application process?

You can contact the Lendistry Call Center at 855-476-5870 during the hours of 9:00 am to 8:00 pm Eastern Time Monday - Friday.

# Tips for Applying

You do not have to complete the application in one session and will have an option to save and continue it later.

To make your application process as smooth as possible or if you experience difficulties while applying, these are some suggestions that may help.





# Use the Latest Versions of Website Browsers

For the best user experience, please use the latest version of Google Chrome, Microsoft Edge, or Safari throughout the entire application process.



#### **Open Incognito Window**

Opening Incognito allows you to enter information privately and prevents your data from being remembered or cached.



#### **Clear Your Cache**

Cached data is information that has been stored from a previously used website or application and is primarily used to make the browsing process faster by autopopulating your information.

However, cached data may also include outdated information or information you may have previously entered incorrectly.

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#### Registering your MyLendistry Account

When registering your account, please do the following:

- Make sure you pick a strong password that includes:
  - 8 minimum character length
  - 1 uppercase character
  - 1 lowercase character
  - 1 digit
- A confirmation code will be sent to you via SMS/Text, which you need in order to complete your account registration. To protect your privacy and the information you provide, you will also need a confirmation code every time you log into the Portal. Data and messaging rates may apply.

Enter yo	ur first name
ast name *	
Enter yo	ur last name
mail *	
Enter yo	ur email address
'assword *	
Choose a	a strong password
Confirm Passw	vord *
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] I agree to L	endistry's Consent for Electronic Signatures and
ocuments)	
	Register
	u u u u u u u u u u u u u u u u u u u
	Already registered? Sign in l
	All eduy registereut sign in:

Welcome! Sign Un!



#### How to Unlock your MyLendistry Account

For your security, when attempting to log in to MyLendistry if you use the incorrect password <u>more than five times</u>, your MyLendistry Account will be locked. To unlock it, you must call the Lendistry Program Call Center at 844-204-9099.

As a reminder you can reset your password by going to the <u>MyLendistry</u> sign-in page and and clicking on "Forgot your password?".

We just sent you a text
Please confirm your phone number. We just sent a confirmation code to the phone number registered to your account, ending in <b>57</b>
Type your 6-digit security code here
Confirm
Return
Didn't receive the code? Resend code



#### **Company Information**

Tell us about your company by providing basic information including legal business name, entity type, and an Employer Identification Number (if applicable).

An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number, and is used to identify a business entity. Generally, businesses need an EIN. You may apply for an EIN in various ways, and may be able to apply online. This is a free service offered by the Internal Revenue Service and you can get your EIN immediately. Learn more at the IRS website.

#### Tell Us About Your Company

We want to get to know you.

Legal Business Name *		Doing Business As (DBA) - (Please type N/A if not applicable) *
Business Entity Type *		Business Phone Number *
Select an option	~	+1
NAICS Code *	0	Business Website URL - (Please type N/A if not applicable) *
Obtain Your NAICS	Code	
Date Business was Established *		State of Formation *
Month V Day Year		Select an option 🗸
Does your business have an Employer Identification Number (El	N)? -	Does your business have any affiliates? *
Select an option	~	Select an option 🗸
Fiscal Year of your Most Recently Filed Tax Return *		Annual gross receipts listed on your most recently filed Tax Return *
Select an option	~	
Average monthly revenue for the last 12 months *		
Primary Physical Business	Ad	dress
Business Address Line 1 (PO. boxes will not be accepted.) *		Business Address Line 2 (P.O. boxes will not be accepted.)
Business City *		Business State *
Business Zip Code *		

Save and Continue Lat



#### **Owner Information**

List all individuals with 20% or more of ownership of the business. If no owner has at least 20% ownership of the business, you must list enough owners whose combined ownership represents at least 20%.

Listed ownership does not have to total to 100% at this time. Certain loans will require identification and information of all owners for final approval.

If an owner is not from the United States, therefore does not have a social security number, the owner can enter their alien card, green card number instead.

First Name*	0	Last Name*	
Title*		Owner Date of Birth *	
		Month 💙 Day Yea	
Percent of Ownership (%) *		Owner Social Security or ITIN Number (SSN or ITI)	N* (
		3000(-300-3000)	
Years of Industry Experience *		Email *	
Mobile Number*			
What is your preferred contact method?*			
What is your preferred contact method?* Select an option I consent to auto-dialed calls or text message Owner Residential Address Line 1(PO, boxes w	Address	Owner Residential Address Line 2 (P.O. boxes will n	not be accepted.)
What is your preferred contact method?* Select an option I consent to auto-dialed calls or text message Owner Residential / Owner Residential Address Line 1 (PO, boxes w Owner City*	Address Address ill not be accepted)*	Owner Residential Address Line 2 (P.O. boxes will n	not be accepted.)
What is your preferred contact method?* Select an option I consent to auto-dialed calls or text messag Owner Residential / Owner Residential Address Line 1 (PO, boxes w Owner City*	Address Address Ail not be accepted.)*	Owner Residential Address Line 2 (PC) boxes will n Owner State*	not be accepted.)
What is your preferred contact method?* Select an option Iconsent to auto-dialed calls or text messag OWNER Residential / Owner Residential Address Line 1(PO, boxes w Couner City* Couner City Code*	Address Address ill not be accepted)*	Owner Residential Address Line 2 (PO, boxes will n Owner State* Do you rent or own your home?* Selects on embiging	not be accepted)
What is your preferred contact method?* Select an option I consent to auto-dialed calls or text message Owner Residential / Owner Residential Address Line 1(PO, boxes w Owner City* Owner Zip Code* General	Address Address ill not be accepted)*	Owner Residential Address Line 2 (PC) boxes will r Owner State * Do you rent or own your home? * Select an option	vot be accepted)
What is your preferred contact method?* Select an option I consent to auto-dialed calls or text message Owner Residential / Owner Residential Address Line 1(PO, boxes w Owner City* Owner Zip Code* General What is your race?*	Address All not be accepted)*	Owner Residential Address Line 2 (PC) boxes will n Owner State* Do you rent or own your home?* Select an option What is your ethnicity*	Not be accepted)
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Let's talk about ownership



#### **Contractor Project Details**

Provide information about your project including the current status of the contract and type of financing needed for it.

You will also need to provide contact information for the government agency or entity that is sponsoring your project.

What is the status of the contract for your project?*	
Select an option	· · · · · · · · · · · · · · · · · · ·
What type of financing do you need for your project?*	
Select an option	· · · · · · · · · · · · · · · · · · ·
Are you a prime or a sub-contractor for this Project?*	
Select an option	×
Project Sponsor\Owner Government Agency or Entity Sponsoring Project*	Project Name*
Select an option 🗸 🗸	
Project/RFP / Event ID *	Project Sponsor's First & Last Name *
Project Sponsor's Phone Number*	Project Sponsor's E-mail Address *
+1	
Project Details	
Project/RFP/ Event Application #- (Please type N/A if not applicable) *	Contract Award Date*
	Month 🗸 Day Year
Expected Contract Start Date *	Expected Contract End Date*
Month 💙 Day Year	Month V Day Year
Contract Amount*	Mobilization Capital Needed *
Total outstanding business debt obligation *	Total monthly debt serving payments *



#### License and Insurance Information

Provide all insurances and business, contractor, trade, professional licenses that are required for your project.

e provide all business, cont	ractor, trade, professional licenses required for your Project.	Add L
	You do not have any license added	
a provide all business insur	ance required for your Project.	Add Ins
	You do not have any insurance added	



#### Verifying your bank account via Plaid. What is Plaid?

<u>Plaid</u> is a quick, seamless way for you to provide what we need to verify your banking information. It replaces you having to scan and upload documents, making it easier for you and giving us an opportunity to provide you with a decision faster.

Plaid is a third-party technology Lendistry uses to set up Automated Clearing House (ACH) transfers by connecting accounts from any bank or credit union in the U.S. to an app like MyLendistry. The third-party does not share your personal information without your permission and does not sell or rent it to outside companies. The use of personal information on or through Plaid is subject to <u>Plaid's End User Privacy Policy</u>. Lendistry uses this technology to verify and review your bank statements.

This method of bank verification is preferred, but may not be acceptable, including if your banking institution is not available through the provider. In this case, you can verify your bank account using other methods.







#### Using Plaid to Verify Your Bank Account in MyLendistry

When registering in MyLendistry, you will be prompted to provide bank details and you click "Start Plaid".

- First, select your bank account and provide credentials.
- After following directions in Plaid, you will be back in MyLendistry and if you have more than one account in that bank, they will all be listed.
- If you run into errors, you have the option to try again. If you continuously run into errors or your bank institution is not available through the provider, you can proceed using another method, by clicking the link provided.





#### Use Persona to verify your identity.

What is Persona? Persona is a third-party platform utilized by Lendistry in its fraud prevention and mitigation process. The Persona platform enables Lendistry to verify an individual's identity and protect against identity spoofing by automatically comparing the individual's selfie to their ID portrait with a 3-point composite and biometric liveness checks.

Applicants will be required to verify their identity using Persona by uploading a picture of a valid government-issued photo ID.

- Acceptable forms of government issued photo ID include:
- Driver's License;
- United States Passport; and
- State ID.

Applicants will also need to take a selfie using a device with a front-facing camera to complete the Persona verification.

ID Verification
We need to verify
<b>≥</b> ≡
You will need to verify your identity by uploading a picture of your valid government-issued ID and taking a selfie using a device with a front-facing camera using Persona
Learn more about Persona
Begin Verification with Persona
Save and Continue Later



#### **Reviewing Your Application Status**

If a decision wasn't immediately made on your application, you can review the status at any time by logging in to <u>MyLendistry</u>. Your Application Number was provided after you submitted your application on the application site and sent via email.

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Company	0i	mera	Link	Apply
E		6.99% APR up to 1	\$100,000.00	
		Look it	over	
	Do	you need to cha	ange anything?	
Company In	formatio	ı		
Business Name			Country	
Business Type			EIN/Tax	iD
Sole Proprietorsh				
Business Address 123 S Main St				
<b>City</b> Los Angeles	State CA	Zip 90013	Phone +1-85	8-999-9898
				I have some edit
Business Ov	vner #1 li	nformation	1	
First Name Test 989	Li T	et Name hanks		
Date of Birth 1985-05-05	E tr	mail estthanks9898	aol.com	
Business Address 321 S Main St				
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Mobile Terms and Conditions Credit and Other Authorization				644-204-9099 Monday-Friday 6am-Spm PT
© 2021 B.S.D. Capital, Inc. dba			License	#60DBO66872 NMLS# 19455
Lendistry.			All Right	ts Reserved.



#### **Pre-Qualification Letter**

Once you are pre-qualified, you will receive a letter with an ID, terms and conditions, and document requirements to proceed.





#### **Delivery of the Executed Contract**

After manual review, contract confirmation with the Program Administrator and workflow process confirmation, the executed contract agreement will be added to the documents collection.



#### Uploading Required Documents

All documents that are required to be uploaded have certain requirements, mainly to make sure information is read accurately.

- Must be in clear, straight format with no disruptive backgrounds
- File name CANNOT contain any special characters, such as !@#%^&\*()\_+=
- File size must be under 10MB

Required	Docume	ents
We need to c	onfirm a few thir	ngs
Contractor License	ESTED SUB!	MITTED
2021 Tax Return	_	
Business Licenses - FRONT & BACK* Max 20 files	REQUESTED	Drag and drop files or Browse
Business Insurance - FRONT & BACK * Max 10 Pites	REQUESTED	Drag and drop files on Browse
Save and Continue	e Later Co	ntinue



#### How to DocuSign

When you return to your application on <u>MyLendistry</u> you should be prompted to "Sign your agreement" via DocuSign. This will take you to DocuSign to where you can review your loan application and securely sign and finalize your documents.

If you have issues, please contact the Lendistry Program Call Center at 844-204-9099.

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		DocuSign - Sign	Agreement		
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## Lendistry Loan Funding Process



Lendistry Opens Custodial Bank Account for Contractor





Contractor Executes Loan Agreement



Fund Custodial Account and create loan in Loan Management System





Lendistry Provides Executed Loan Agreement & Custodial Bank Account to Program Administrator

#### **Lendistry Call Center**

(855) 476-5870 Monday-Friday 9:00 a.m.-8:00 p.m. ET

