

L.E.O. LOAN APPLICATION INSTRUCTIONS

1. Complete the entire application including the appropriate signature line(s) on the back of the application.
2. Applicant must be an LEO CREDIT UNION member with a share account balance of at least \$50.00. An application fee of \$25.00 will be withdrawn to cover the cost of the credit bureau, whether or not the loan is approved.
3. Non-Lubrizol applicants must provide proof of income in the form of two current pay-stubs, bank statements showing electronic funds deposits or previous year's taxes.
4. If you are using this loan to pay off other debts, please indicate which debts will be paid off.
5. Briefly describe the reason for the loan (i.e. new or used vehicle, signature loan, etc; "personal" is not an acceptable description).
6. New or used vehicles purchased that are either a dealer or private transaction, MUST include a sales agreement signed by both parties, showing the total cost and description of the collateral. Used vehicles must include mileage or hours. Only vehicles with titles can be used as collateral.
7. **ALL vehicle loans must carry year-round collision insurance for the duration of the loan with a maximum \$1,000.00 deductible.**
8. If a co-maker or co-signer is necessary, complete the back of the application, and include at least two pay stubs for the co-maker/signer, unless co-maker/signer is a Lubrizol employee.
9. GAP insurance is available for vehicle loans and carries a one-time fee of \$240.00. This fee can be paid up front or may be finance in the loan. See attachment for more information on this program.
10. Credit life and disability insurance is available on all loans except for leases. Cost is based on the loan amount. Call the LEO office if you would like a quote.

If the application needs additional approval, the Credit Committee meets every Wednesday at noon. Applications submitted by 10:00 Wednesday will be submitted for review.

Loan paperwork may be:

Mailed inter-office (Drop #P88) or (Drop #011B)

Mailed to LEO CREDIT UNION INC. at P.O. Box 937, Painesville, Ohio 44077

Faxed to 440-347-3897

Dropped off at either our Painesville or Wickliffe office locations.

To be completed by Treasurer

Share Balance _____

Loan Balance _____

Loan Status _____

_____ Credit Union _____

Acct. No. _____

Note No. _____

Soc. Sec. No. _____

Date _____

APPLICATION FOR LOAN

NOTICE: Married applicants may apply for individual credit.
Check the box indicating the type of credit you are applying for:

Individual Credit: 1) Complete applicant section if you are relying only on your own income and assets to establish credit.
2) Complete other applicant section providing information about your spouse or former spouse if you reside in a community property state (AZ, CA, ID, LA, NM, NV, TX, WA, WI) or if you are relying on alimony, child support or separate maintenance payments to establish credit.

Joint Credit: 1) Complete applicant and co-applicant section providing information about you and the other party.
2) Each joint applicant must sign below.

We intend to apply for joint credit: (Applicant Signature) **X** _____ (Co-Applicant Signature) **X** _____

_____ Name of Applicant _____ Address _____

I hereby apply for a loan of \$ _____ for a period of _____ weeks months to be repaid bi-weekly weekly semi-monthly monthly

I prefer the first payment to fall due on _____

I desire this loan for the following purpose (explain fully): _____

Collateral Offered _____

Owner(s) of Collateral _____

Comaker(s) _____

I am indebted to the following creditors (List all debts such as doctor bills, real estate, automobile, repairs, furniture, installments, loans, etc.)

Attach additional sheet if necessary):

| To Whom Owed | Address | Original Amount | Monthly Payment | Balance |
|--------------|---------|-----------------|-----------------|---------|
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INCOME

I hereby affirm and represent that my total indebtedness and liabilities on this date as listed above do not exceed \$ _____

Number of Dependents (Exclude self) _____

Are you liable for alimony, child support or maintenance payments?

No Yes \$ _____ / Month

Employer _____

Address _____

Date Employed _____ Date of Birth _____

Position _____

Weekly/Monthly Salary \$ _____ Clock or payroll # _____

Home phone (_____) _____

Office phone & Ext. (_____) _____

Previous Employer _____

Length of Service _____

Other personal income (do not include alimony, child support or maintenance payments) \$ _____

You need not disclose the following sources of income; but if you want the credit union to consider such income in connection with this loan application, please complete the following:

Alimony \$ _____ Person Liabile _____

Child Support \$ _____ Person Liabile _____

Maintenance Payments \$ _____ Person Liabile _____

Complete the following only if you have chosen to disclose alimony, child support or maintenance income:

Spouse or former spouse's name _____

Address _____

Employer _____

Address _____

Date Employed _____ Position _____

Weekly/Monthly Salary \$ _____

How long have alimony, child support or maintenance payments been made? _____

Are all payments up-to-date? Yes No

ASSETS

Auto Owned, Make _____

Year _____ Ser. or Mtr. # _____

2nd Auto Owned _____

Year _____ Ser. or Mtr. # _____

Drivers License # _____

Real Estate owned at reasonable market value \$ _____

Location _____

OTHER

Name of Landlord _____ Monthly Rent \$ _____

Parents or nearest relative (not spouse)

Name _____ Relationship _____

Address _____

List all addresses for past three years

Have you any judgements, garnishes or legal proceedings against you?

No Yes If Yes, explain _____

Have you ever claimed bankruptcy? No Yes Year _____

Are you a co-maker on any other loans? No Yes If so, for whom _____

List all Credit References (If renewal, add all new references)

Bank Reference - Checking & Savings

Additional information

Are you relying on income from another person to repay this loan?

No Yes Name _____

This statement should be completed after the applicant's statement is completed and should be filled out only if another person in addition to the applicant will be obligated to repay the loan.

CO-APPLICANT

SPOUSE

Name of Co-maker _____ Date of Birth _____

Address _____

Relationship to applicant _____ Soc. Sec. No. _____

Employer _____ Address _____

Date Employed _____ Position _____ Weekly / Monthly Salary \$ _____

Other personal income (do not include alimony, child support or maintenance payments) \$ _____

Number of Dependents (Exclude self) _____

CU Name _____ Acct. No. _____ Are you a co-maker on any other loans? No Yes

If so, describe _____

Real Estate owned at reasonable market value \$ _____ Present total assets \$ _____

Present total indebtedness and liabilities \$ _____ Total monthly payments \$ _____

References _____

I hereby affirm and represent that the above accurately portrays my financial position.

If more than one co-maker is required, use Co-maker Form FCU CM-1

NOTICE:

I hereby certify everything that I have stated in this application is correct to the best of my knowledge. I understand that you will retain this application whether or not it is approved. You are authorized to check my credit and employment history and to answer questions about your credit experience with me. I hereby authorize the Credit Union to whom this application is made, or any Credit Bureau or other investigative agency employed by such Credit Union, to investigate the references herein listed or statements or other data obtained from me or from any other source whatsoever pertaining to my credit and financial responsibility. The Ohio laws against discrimination require that all creditors make credit equally available to all credit worthy customers, and that credit reporting agencies maintain separate credit histories on each individual upon request. The Ohio civil rights commission administers compliance with this law."

Applicant Signature _____ Date _____

Co-applicant Signature _____ Date _____

This section for office use only

Name _____ Acct. No. _____ Date _____

Check made payable to _____ Amount \$ _____

Check made payable to _____ Amount \$ _____

Total Loan \$ _____ if Renewal, Amt. Wanted \$ _____ Terms _____

Share & Loan _____ Vaca. _____ Xmas _____ Total _____ Purpose of Loan _____ Auto Finance: _____

Names of Co-makers _____

Share \$ _____ Loan Balance \$ _____ (1) _____ Dealer _____ Ins. _____ Old Balance _____

Collateral _____ Shift _____ Loan Value _____ Total _____

Registration _____ Verified by _____ Yes _____ No _____

Remarks _____

Information below, including appropriate signature(s), is to be filled in by either the credit committee or loan officer, depending upon who acts upon this application.

On _____, (I)(We) approved a loan in the amount and on the conditions requested by the above applicant, except as follows (list any changes in amount, terms or conditions): _____

Approved by CREDIT COMMITTEE _____

Approved by LOAN OFFICER _____

(All committee members shown as present in the minutes of the meeting at which this application was approved must sign above.)

If applicant is rejected – reason for rejection _____