



## Lending Partner Application – Required Document List:

Below is a preliminary list of documents you will need to complete your application.

- [Anti-Money Laundering Certification](#) - Template form available in Comerence or provide your policy
- [Authorization to Release Information Form](#) - Template form found in Comerence
- [Client Agreements](#) - Template form found in Comerence
- [Corporate/ Entity Resolution](#) - Template form available in Comerence or provide your own
- [Credit Authorization Form](#) - Template form available in Comerence (not applicable for any supervised institution with a minimum of \$5 million in tangible equity)
- [Defining Wholesale Roles Document](#) - Template form available in Comerence
- [Fact Act Compliance Policy](#) - Template form available in Comerence or provide your policy
- [Fair Lending Plan Disclosure](#) - Template form available in Comerence or provide your policy
- [Investor References](#) - Please provide three references, include an email address and phone numbers for each contact
- [IRS Form W-9](#) - Template form available in Comerence
- [Organizational Documents](#) - If you are a corporation please submit a state approved copy of your Articles of Incorporation/LLC Operating Agreement, Partnership Agreements and if doing business under a different name than your registered corporate name, include a copy of your d.b.a. filing
- [Quality Control Policy and Procedures](#)
- [Resumes of Principals](#) - Please upload a resume for each principal owner and majority stockholder (persons with 10% or more of the corporate stock issued) along with key staff members whose experience and knowledge is relied upon to run the daily operations of your business
- [Tri-Merge Credit Report](#) - Please upload a Tri-Merge Credit Report less than 60-day old from the date of the application for each principal owner and majority stockholder (persons with 10% or more of the corporate stock issued; not applicable for any supervised institution with a minimum of \$5 million in tangible equity)
- [Zero Fraud Tolerance Disclosure](#) - Template form available in Comerence or provide your policy

Additional documents may be required as a result of the specific relationship type you are selecting to do business with AFR under. All documents designated as required in the Comerence system must be supplied in order to submit your application.

