

# CREDIT INFORMATION CHECKLIST

Customer \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone Number \_\_\_\_\_ Contact \_\_\_\_\_

Date of Order or Credit Request \_\_\_\_\_

Sales Representative \_\_\_\_\_

	Date Requested	Date Received	Date Approved
Credit Application	_____	_____	_____
Financial Statements	_____	_____	_____
Inspection Report	_____	_____	_____
Bank Reference	_____	_____	_____
Trade References			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Sales Report	_____	_____	_____
D & B Report	_____	_____	_____
Other Credit Reports			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Guarantor's Financials	_____	_____	_____
Lien/Security Check	_____	_____	_____
Insurance Verification	_____	_____	_____
Other			
_____	_____	_____	_____