U.S. Small Business Administration
Lender's Transcript of Account

Name of Borrower		Loan Number	
Name of Lender		Amount of Loan	Int. Day Basis

Repayment Terms as Stated in the Note

Approved Deferment Periods:

Default Date (Next Payment Due Date):

Date	Amount Disbursed	Amount Repaid	Deferment	Application of Payment		Int. Rate	Interest Paid		Principal Balance
				Principal	Interest		From	To	

I Certify This to be a True Copy of Transcript of Account

Date

_____   _____

Signature   Title

INSTRUCTIONS FOR COMPLETION
OF TRANSCRIPT OF ACCOUNT

SBA uses this information to assist in determining the date the loan went into default and to assess how much interest is payable to the lender. The information is also used to determine whether the loan was properly disbursed and serviced, and whether payments were applied to principal and interest in compliance with the Loan Guaranty Agreement, and the terms and conditions of the loan authorization.

1. NAME OF BORROWER: Enter the trade name of the borrower or the name of the borrower if a trade name is not used.

2. LOAN NUMBER: Enter the ten-digit SBA loan number.

3. NAME OF LENDER: Enter the name of the lender.

4. AMOUNT OF LOAN: Enter the total approved amount of the loan.

5. INTEREST DAY BASIS: Enter the method used for the interest computation, such as 30/365 or actual/365.

6. REPAYMENT TERMS: Enter the payment terms provided in the Note.

   Note dated _____ Maturity Date_____ Interest Rate_____ Principal and

   Interest_____ Payable_____ or Principal_____ plus Interest payable_____

7. DATE: Enter the date of each transaction on the loan account.

8. AMOUNT DISBURSED: Enter the amount of each loan disbursement.

9. AMOUNT REPAID: Enter the amount of each repayment made by the borrower.

10. DEFERMENT: For start of deferment enter "B" (for "Begin") in this column plus the date in the Date column. For end of deferment enter "E" (for "End") in this column and the date in the Date column.

11. APPLICATION OF PAYMENT: Enter the amounts applied to principal and interest for each repayment made by the borrower.

12. INTEREST RATE: Enter the interest rate in effect at the time the payment was applied on the loan account.

13. INTEREST PAID: Enter the "from" and "to" dates used in computing the interest paid on the loan. These dates should be in consecutive order.

14. PRINCIPAL BALANCE: Enter the principal balance after each transaction.

15. SIGNATURE AND TITLE: Certification of official representative of the lender that the transcript of account is correct and shows the principal balance due on the loan and that interest has been paid to the date shown on the transcript.

16. DATE: Enter the date of the certification.

17. SUBMISSION: Submit the original copy (or scanned copy of the original) to the SBA servicing center handling the account along with the purchase request. Retain a copy for your files. The servicing centers are the National Guaranty Purchase Center located at 1145 Herndon Parkway, Suite 135, Herndon, VA 20170, fax: 202-481-4674, email: SBApurchase@sba.gov; the SBA Commercial Loan Service Center East located at 2120 Riverfront Drive, Suite 100, Little Rock, AR 72202, fax: 202-292-3878, email: LRSC.expresspurchase@sba.gov; and the SBA Commercial Loan Servicing Center West located at 801 R Street, Suite 101, Fresno, CA 93721, fax: 202-481-0663, email: FSC.purchasing@sba.gov.