



Society of

St. Vincent de Paul

NORTH TEXAS

SVDP - Mini Loan Program (MLP) Document Checklist

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1. Referral form – Juli Maxon will attach this form to the record when the record is created
2. Monthly Budget Spreadsheet (submit as PDF)
3. Bank Loan Application (submit as PDF)
4. Copies of 2 paychecks
5. Copies of 2 bank statements
6. Predatory Loan Documents
 - a. Promissory Note
 - b. Pay-off amount as of date of Mini Loan closing date requested
 - c. HISTORY OF PREDATORY LOAN PAYMENTS*
7. Voided check from applicant's checking account (please submit as PDF)
8. Driver's License/ID (please submit as PDF)
 - a. If current address different from that on license, need utility bill/lease agreement/other government documentation with name & current address
9. Promise Letter
10. Bank authorization form
11. For loans above \$2500 FDIC Money Smart class completion certificate
12. FOR LOANS ABOVE \$2500 VERIFICATION OF EMPLOYMENT MUST BE PROVIDED IN THE RECORD

*Loans above \$2500 will not be processed unless we receive verification of history of payments on the predatory loan

ALL LOAN DOCUMENTS MUST BE SUBMITTED IN ENGLISH

WHEN PREDATORY LOAN IS PAID OFF

1. Predatory Loan Paid Off Receipt

WHEN SVDP MINI LOAN IS PAID OFF

1. Certificate of Completion
2. MLP survey
3. MLP Savings encouragement letter

REV October 2022 by Louise Bland