



**Asset Enhancement Solutions, LLC**

*Creative Solutions to Financial Challenges*

Non-Traditional Financing Programs  
Mergers & Acquisitions

Turnaround Consulting  
Financial Management Services

---

## **Required Documentation needed to Apply for the PPP Loan Sole Proprietors and Independent Contractors**

The following is a list of documents needed to complete your PPP Loan application. These documents must be in PDF format in order to upload when applying on line.

1. Six months of bank statements from October 2019 through March 2020. Use the bank account in which you deposit checks from your clients and cut checks or make transfers for business related expenses. NOTE: Make sure you include all pages of the Bank Statement even if there is no banking transaction information on some pages.
2. Partial Month-to-Date bank statement through the date of your application. You should be able to get a print-out of the activity from the date of your last bank statement to the date that you are applying for the loan.
3. Driver's License (front and back)
4. Voided check from the bank account that you supplied the bank statements from.
  - a. If you don't have a voided check, please provide a direct deposit form from your bank with your account number and routing number clearly shown or
  - b. Copy of bank statement if it has both your account number and routing number
5. For payroll information requested, you can supply them with the following:
  - a. 2019 IRS Form 1040- Schedule C.

**The lender will not make the loan without 2019 Schedule C. Speak to your tax preparer ASAP to have them prepare this for you immediately! Your 2019 tax return does not need to have been filed with the IRS in order for you to get the 2019 Schedule C. You or your tax preparer can complete this form on a stand-alone basis**

- b. 2019 IRS Form 1099-MISC (all 1099's your received)
6. Most recently filed tax return

---

405 RXR Plaza, Uniondale, NY 11556 - (516) 767-0100 - Fax: (516) 706-0028

[ICpppsupport@assetenhancement.com](mailto:ICpppsupport@assetenhancement.com)

[www.assetenhancement.com](http://www.assetenhancement.com)

7. Invoice, bank statement, or book of record that establishes you are self-employed.
8. You must provide a 2020 invoice, bank statement, or book of record to establish you were in operation on or around February 15, 2020.