



Self-Employed Business Narrative Form

This form to be completed by an employee (non-relative) of the borrower's business, with knowledge and information of the operations and finances of the business. Typical positions held by this employee would include: Controller, Treasurer, V.P. Finance, Finance Manager, Accounting Manager or Human Resources Manager. This form can also be completed by a third-party individual with direct knowledge of the borrower's business, such as Certified Public Accountant or an IRS Enrolled Agent.

Using the North American Industry Classification System (NAICS) below, please check the industry that best describes this business:	
Retail Trade	Mining-Quarrying-Oil & Gas Extraction
Wholesale Trade	Other Services
Accommodation-Food Service	Administrative-Support-Waste Management
Agriculture-Forestry-Fishing-Hunting	Information
Construction (Home & Remodeling)	Real Estate-Rental and Leasing
Manufacturing	Arts-Entertainment-Recreation
Transportation-Warehousing	Professional-Scientific Technical Service
Utilities	Health Care Social Assistance
Educational Services	Finance and Insurance
Name of business:	Number of owners:
Service or Product provided:	
Date business started:	Business legal structure:
Business location: (insert address of primary location):	
Is the space a:	Number of business locations:
Are these locations:	Number of employees:
Describe any machinery or equipment required for business operations:	
Does the business require inventory (raw material or finished goods) to generate sales?	
a. If yes, describe the inventory and turnover ratio:	
Date:	Title:
Email:	Phone Number:
Name:	Signature: