

**BOUNCE BACK LOAN CHECKLIST**

ITEM	INFORMATION / DOCUMENTATION	INCLUDED ✓ or ✗
1	Certificate of appointment	
2	Bounce Back Loan application form or other government grant / loan application	
3	Last full or filed accounts and / or last relevant accounts prior to date of application for loan funds	
4	Schedule of how loan funds have been applied / spent	
5	Bank statements / copy cheques showing payments made from loan funds	
6	Full names and addresses of recipients of payments including any connection to insolvent company	
7	Full names and current (residential) addresses of directors	
8	Details on means of directors including: <ul style="list-style-type: none"> <li>• Completed PN1 search (using form CIT, certificate K) for each director</li> <li>• Official copies of any address in which each director has an interest</li> <li>• Other relevant information on assets / means of directors</li> </ul>	
9	Previous correspondence with the director(s)	