



Accord Financial Application Readiness Guide

Accord Financial – Credit Program Guidelines

Accord Financial provides flexible revolving lines of credit to help businesses access to working capital when they need it most. Our solutions are designed to support day-to-day cash flow, fund growth initiatives, and provide reliable liquidity to operate with Confidence.

This guide outlines the key information and documentation required before applying for an Accord financing solution. It is designed to help businesses prepare early, streamline the review process, and set clear expectations before starting a financing conversation.

For all Accord programs, the business must be registered as a Corporation or Sole Proprietorship.

Regulatory & Compliance Requirements

All applications are subject to Accord Financial's regulatory, compliance, and risk management obligations, including Anti-Money Laundering (AML), Know-Your-Customer (KYC), and applicable federal and provincial privacy legislation. Accord may request additional information at any stage of review or onboarding to satisfy these obligations.

The adjudication parameters are provided as guidance only. Credit Officers retain sole discretion for decisioning. Submission of a complete application does not constitute approval and may be declined or escalated based on overall risk exposure or delegated credit authority.

Small Ticket Line of Credit – \$50,000 – \$250,000 (No Borrowing Base)

Requirements (Mandatory):

- Accord Revolving Solutions Credit Application
- FLINKS digital revenue verification (no bank statements)

Qualifications:

- Minimum time in business: 12 months
- Existing STL/MCA facilities reviewed at Credit discretion and must be paid out from proceeds
- STL Disclosure Form required

Personal Guarantor Requirements:

- All trade history must be clean
- Equifax ERS score guideline: 600+

Two pieces of valid government-issued identification are required for each Personal Guarantor, including at least one primary photo ID with signature.

Mid-Ticket Line of Credit Program – \$250,000 – \$3,000,000 (Borrowing Base Required)

Requirements (Mandatory):

- Transaction Summary
- Accord Revolving Solutions Credit Application
- Financial statements (3 years CPA prepared + interim)
- Collateral reporting and CRA view-only access

Qualifications:

- Minimum time in business: 12 months
 - Decisioning based on overall financial profile and collateral
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Equipment Financing and Leasing

Requirements (Mandatory):

- Accord Credit Application
- Vendor invoice or quote
- Transaction summary
- Flinks

Over \$100,000

- Y/E Financial statements (interim statements if f/s are over 3 months old)

Qualifications

- Minimum time in business: 12 months
- PG mandatory

Industry-Specific Requirements

Hospitality transactions require the Export Mandate Declaration and Co-Signor / Guarantor Application Form at application stage. Hospitality files will not be reviewed without these forms and they cannot be deferred as conditions.

Enhanced Due Diligence & Fraud Review

Certain industries, transaction structures, or risk profiles may be subject to enhanced verification and fraud review. Misrepresentation, fronting arrangements, or incomplete disclosure may result in immediate decline.

Electronic Communication & Client Consent

By submitting an application, the applicant authorizes Accord Financial to communicate electronically (including email and text messaging) with all parties listed in the credit application. Accord will only communicate from official Accord Financial domains.

Time in Business

Accord will consider applications where the business incorporates or registers as part of their application process. In these cases we require verifiable proof of years in business and history under the unregistered business.

Ongoing Reporting & Monitoring

View-only accounting access is mandatory. Accord may require periodic financial reporting, conduct margin and performance reviews, and apply enhanced monitoring or facility adjustments if performance deteriorates.

Asset-Based Lending and Factoring

This section outlines standardized documentation requirements for Factoring and Asset-Based Lending (ABL) programs. To streamline the client experience, common requirements have been consolidated and program-specific additions are clearly noted.

Required Initial Documentation (All Factoring & ABL Programs)

- Completed client application
- Latest accounts receivable (AR) and accounts payable (AP) aging reports
- Copy of latest financial statements (interim and most recent year-end, accountant prepared with notes)
- GST, HST, PST, and DAS: latest declarations and proof of payment (bank statements and government remittance statements)
- Sample documentation for three (3) largest customers: purchase order or vendor agreement, invoice, and proof of delivery
- AR insurance policy and current list of approvals (if applicable)

Factoring Up to \$1,000,000

No additional documentation beyond the common requirements, unless otherwise requested as part of credit review.

Factoring \$1,000,000 +

Enhanced review may be required based on transaction size and risk profile. Additional information may be requested at Credit discretion.

Factoring with Inventory Financing

- Current inventory list
 - Recent inventory appraisal (if available)
 - Personal financial statements
 - Financial Projections
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Factoring with Equipment Financing

- Equipment list
 - Recent equipment appraisal
 - Personal financial statements
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Factoring with Inventory and Equipment Financing

- Inventory list and recent appraisal
 - Equipment list and recent appraisal
 - Financial projections
 - Personal financial statements
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Asset-Based Lending (ABL)

In addition to common documentation, ABL programs require the following:

- Monthly financial projections (income statement, balance sheet, and cash flow)
- Shareholder biography and business plan
- Personal Financial Statements
- Financial statements required are interim and review or Audit year end with notes

Asset-Based Lending with Inventory

Includes all ABL requirements plus:

- Inventory list and recent appraisal
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Asset-Based Lending with Inventory and Equipment

Includes all ABL requirements plus:

- Equipment list and recent appraisal
 - Inventory Report and Appraisal
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Retail Inventory Financing

- Monthly financial projections (income statement, balance sheet, and cash flow)
 - Financial Statements required are Interim and review or Audit year end with notes
 - Current inventory list and recent appraisal
 - Shareholder biography and business plan
 - Personal financial statements
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Purchase Order Financing

ABL structure with AR and inventory financing mandatory. Required documentation includes:

- Purchase orders
- All ABL documentation
- Inventory list and recent appraisal



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