



Information on SBA Loan requirement for churches to complete part of form 990

Churches need to fill out the top of the 990. And, no, there should not be any issues with the liability amounts in the form 2202, which is the only liability form necessary for our client.

The SBA representative stated that Private Non-Profits only need to submit four documents for their application to be able to be considered:

1. A form 5 (Application)
2. The tax form (Form 990)
 1. In regards to your question about the 990, there is no other documentation that will suffice. **However, all the church needs to do is fill out the first page of the 990 with the basic info of the church (name, address, that they are a 501(c), etc.). This is questions A-M.** Then the agent/representative should sign the document in the signature block at the bottom of the page in Part II. Everything else in the form is unnecessary.
3. An explanation of why there is no income tax return available (he suggested typing up a document that says “we are not required to fill out an income tax return, please see the included letter documenting our 501(c) status.”)
4. A schedule of liabilities/debt (Form 2202)

If churches have more questions, have them call SBA at 1(800) 569-2955. Press 1 for english. Press 3 for help with applications. Press 2 for business application.