

PERSONAL LOAN DOCUMENTS PACKAGE

Control Number: US-P103-PKG

U.S. Legal Forms™ thanks you for your purchase of a Personal Loan Documents Package. This package includes the essential forms needed for making and collecting a personal loan. These forms are an important tool for avoiding future misunderstandings and disputes.

TABLE OF CONTENTS

- I. Form List with descriptions
- II. Descriptions of Forms
- III. Legal Document Storage information
- IV. Tips on Completing the Forms
- V. Disclaimer

I. FORM LIST

With your Personal Loan Documents Package, you will find the essential forms that will help you make and collect loans, while minimizing the potential for litigation.

Included in your package are the following forms:

1. Rate Unsecured Installment Payment Promissory Note for Fixed
2. Secured Promissory Note
3. Personal Guaranty – General
4. Sample Letter for Past Due Balance
5. Complaint for Past Due Promissory Note
6. Promissory Note with Installment Payments
7. Notice of Default in Payment Due on Promissory Note
8. Resolution of Meeting of Corporation to Make Specific
- Loan
9. Receipt for Payment of Account
10. Promissory Note with Confessed Judgment Provisions
11. Balloon Unsecured Promissory Note

II. DESCRIPTIONS OF FORMS

Brief descriptions of the forms contained in your U.S. Personal Loan Documents Package are found below.

Unsecured Installment Payment Promissory Note for Fixed Rate - This is a Promissory Note for your state. The promissory note is unsecured, with a fixed interest rate, and contains a provision for installment payments.

Secured Promissory Note — This form is a secured Promissory Note. The note includes a provision which describes the collateral to be used as security on the loan. The form also contains a section which details various actions which would constitute default on the note.

Personal Guaranty – General - This form is a Guaranty. The form provides that the guarantor assures the full and prompt payment of all obligations incurred by the payor.

Sample Letter for Past Due Balance – This is a sample notice for use when a debtor is overdue in payments on a promissory note. A time period for making payment before further action is taken, which may be modified to suit your needs, is provided.

Complaint for Past Due Promissory Note - The form is a complaint for a default on payments due pursuant to a promissory note. The complaint adopts the "notice pleadings" format of the Federal Rules of Civil Procedure, which have been adopted by most states in one form or another.

Promissory Note with Installment Payments - This form is a Promissory Note. The form provides that the borrower promises to pay the lender in monthly installments. The agreement also provides that there will not be a pre-payment penalty on the note.

Notice of Default in Payment Due on Promissory Note - This form is a notice of a failure to make a required payment when due pursuant to a promissory note. The form also contains a warning to the breaching party that legal action will be taken unless the breach is remedied on or before a certain date. This form is for illustrative purposes only. Local laws should be consulted to determine any specific requirements for such a notice in a particular jurisdiction.

Resolution of Meeting of Corporation to Make Specific Loan - This form is a resolution of meeting of a board of directors or shareholders to make a specific loan. This form may be easily modified for use by other business entities.

Receipt for Payment of Account - This form is a Receipt. The form provides that the undersigned acknowledges the receipt of a certain sum of money, which constitutes payment on the account named in the receipt. The receipt also lists the balance remaining on the account, if applicable.

Promissory Note with Confessed Judgment Provisions - This form is a Promissory Note with Confessed Judgment Provisions. The maker of the note promises to repay a loan received from the lender, with interest. The form provides that if the maker defaults upon the loan, the lender may exercise the option of demanding the immediate payment of the entire loan. The debtor agrees to have judgment entered in the lender's favor if court action is brought to enforce collection.

Balloon Unsecured Promissory Note - This form is a model balloon promissory note, with a fixed interest rate. A balloon note is structured such that a large payment is due at the end of the repayment period. Adapt to fit your specific circumstances.

For assistance with financial calculations involving loans, you may use the free online calculators at the following link:

<http://loanscalculator.org/>

If you need additional information, please visit www.uslegalforms.com and look up forms by subject matter. You may also wish to visit our legal definitions page at <http://definitions.uslegal.com/>

III. LEGAL DOCUMENT STORAGE

Once you prepare legal documents and forms in your U.S. Legal Forms™ Essential Legal Life Documents Package, it is highly recommended that you keep forms together. An optional USLegal Life Documents Organizer – small or large size is available for purchase from www.uslegalforms.com to help store you legal documents.

Legal documents should also be kept in a very secure place such as a bank safe deposit box or personal home safe. You may wish to tell your attorney or a family member about the location of your Legal Life Documents Package in the event you are unable to communicate it to them when needed.

IV. TIPS ON COMPLETING THE FORMS

The form(s) in this packet may contain “form fields” created using Microsoft Word or Adobe Acrobat (“.pdf” format). “Form fields” facilitate completion of the forms using your computer. They do not limit your ability to print the form “in blank” and complete with a typewriter or by hand.

It is also helpful to be able to see the location of the form fields. Go to the View menu, click on Toolbars, and then select Forms. This will open the Forms toolbar. Look for the button on the Forms toolbar that resembles a shaded letter “a”. Click this button and the form fields will be visible.

By clicking on the appropriate form field, you will be able to enter the needed information. In some instances, the form field and the line will disappear after information is entered. In other cases, it will not. The form was created to function in this manner.

V. DISCLAIMER

These materials were developed by U.S. Legal Forms, Inc. based upon statutes and forms for the subject state. All information and Forms are subject to this Disclaimer:

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