



Fund Finance

Loan Advance User Guide



Member
FDIC

Login & Access Loan Advance Request

Login / Create an Account

Visit: apply.pacwest.com

Let's get your application started

Email

Confirm Email

Password

By clicking Sign Up, I have read and agree to the [Terms of Service](#) and the [Electronic Disclosure and Consent Agreement](#).

Already have an account? [Login here](#)

Click **Login here** or visit apply.pacwest.com/login to login with an existing account

Locked out? Click the **Forgot password** link on the bottom.

Access PWB Form Library

Click **PWB Form Library**

PACIFIC WESTERN BANK Home Logout

Home

Name	Created
• Loan Advance Form	04/26/21 11:36am



If needed, stop at any point and return to this home screen to resume when ready. All previously entered information is saved



Start Loan Advance Request

Click **Loan Advance Form**

Loan Clients



Loan Advance Form 

Complete Loan Advance Request

Fill Out Request

Loan Advance Request

Please enter the borrower name below:

Legal Entity Name
JCM Corp

From Account/Loan Number
12345

I will advance into a:
Pacific Western Bank Account

To Account Number (PWB Account)
98765

Advance Dollar Amount \$
10,000

Purpose (optional)

Other instructions (optional)

Continue

Upload Additional Documents & Attest

Upload & Attest

Do you need to upload additional forms with this loan advance?

Yes No

[What kind of documents can I upload?](#)

Borrowing Base

Other Document

Continue

Review & Accept

Review

Please review the details of your loan advance request. We'll add the authorized signature on the next page.



I have reviewed and accept

Continue

Add Authorized Signer

Authorized Signer

Let's prepare to sign your documents! An Authorized Signer will need to execute this.

[Who is an Authorized Signer?](#)

Are you an Authorized Signer?

If "No" is selected above, we will e-mail a DocuSign package to the Authorized Signer.

Please provide information for the **Authorized Signer** below:

Signer Full Name

Title

Authorized Signer Email Address

Cell Phone Number

Continue

- If you are the Authorized Signer, click **Yes**
- Fill in information
- Click **Continue** to begin in-session signing

- If you are not the Authorized Signer, click **No**
- Fill in information
- Click **Continue** and Authorized Signer receives email from DocuSign requesting e-signature

Click **Continue** to advance forward



Sign Request

Complete Authentication

 Pacific Western Bank
Pacific Western Bank

SMS Authentication

In order to access this document, you need to confirm your identity using your mobile phone.

1. Choose a phone number below and select the "Send SMS" button to receive a text message.
2. Enter the access code on the following page.

Authenticating Signer Name: **John Doe**

Please select a phone that can receive text messages so you can authenticate:

646.555.1234

If you do not have access to your mobile phone at this time, select "Cancel" and retry when you have access.

 Pacific Western Bank
Pacific Western Bank

SMS Authentication

An SMS message has been sent to your mobile phone. You should receive it momentarily.

Enter the code you received in the SMS message in the field below and press Confirm Code.

378135

If you do not receive an SMS message, select "Cancel", verify the mobile phone number and try sending the SMS message again.

- Enter the SMS authentication code
- Click **CONFIRM CODE**

E-Sign the Document

DocuSign Envelope ID: 944D923D-DCD7-4E3C-8892-4211D9CFC78E

 PACIFIC WESTERN BANK

Loan Advance/Paydown Request

Sent to: pwbrep@pacwest.com Date: 4/26/2021

Note: All advance requests must be delivered to Pacific Western Bank ("Bank") in accordance with the deadlines set forth in the Loan & Security Agreement ("LSA"). If you are sending a wire and are unsure of your daily wire limit, please contact Client Services. We want to ensure your limit can accommodate any planned outgoing wires.

Borrower Information

Borrower Name: JCM Corp
From Account Number: 12345
To Account Number: 98765

Principal Increase (Advance) \$ 10,000
 Principal Payment (Only) \$ _____

Requested Transaction Type & Amount

Purpose:

Sign
 Electronic Authorized Signature

- Click **START**
- Choose signature style
- Click signer tag
- Click **FINISH**

Receive Email Confirmation

 PACIFIC WESTERN BANK



Your document has been completed

Pacific Western Bank
applications@pacwest.com

All parties have completed Loan Advance Signature Request - Test Client Inc..

Powered by **DocuSign**

- Receive DocuSign email confirming all parties have received & signed loan request
- PWB representative will contact you when Loan Advance Request is completed