

BUSINESS LOAN APPLICATION



1. Applicant Name: _____

Name of Business: _____

Type of Business:

- Sole Proprietorship 'S' Corporation LLC/LLP
 Partnership 'C' Corporation

Federal Employer Identification Number (EIN): _____

Business Telephone: () _____ **Home Telephone:** () _____

Fax: () _____

Email Address: _____

Current Street Address: _____
City: _____ Zip: _____

Proposed Street Address: _____
City: _____ Zip: _____

Mailing Address: _____
City: _____ Zip: _____

Assessor's Parcel Number: _____ (needed for ALL businesses whether owned or renting)

2. Loan Amount Requested: _____ **Term(Years)** _____

Use of Funds:

Acquisition of Real Estate	\$	
Machinery & Equipment	\$	
Inventory	\$	
Advertising & Promotion	\$	
Operating Capital	\$	
Other (Specify)	\$	

Construction Uses (*IRP Loan Program Only*)

Site work	\$	
Renovation/New Construction	\$	
Leashold Improvements	\$	

TOTAL \$

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3. Ownership

All owners of twenty percent (20%) or more of the applicant business are listed below:

Name: _____
Home Address: _____
City, State, Zip: _____
Social Security: _____
% of Ownership: _____

Name: _____
Home Address: _____
City, State, Zip: _____
Social Security: _____
% of Ownership: _____

(if additional space is needed please use reverse side of this page)

4. Has the applicant or any of the persons listed above ever been charged with, or convicted of any criminal offenses, other than a minor vehicle violation?

YES NO

if yes, please explain:

5. Has the applicant or any person listed above been in receivership or filed bankruptcy?

YES NO

if yes, please explain:

6. Has the applicant or any person listed above had any credit problems in the last 5 years?

YES NO

if yes, please explain:

7. Number of Employees

(Complete Employment Form - Attachment "A")

Current:

Full Time: _____ Part Time: _____

Proposed New Jobs:

Full Time: _____ Part Time: _____

New employees will be required to provide information on household income

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10. Other Lenders for This Project

<i>Type of Lender</i>	<i>Name of Lender</i>	<i>Amount</i>	<i>Term</i>	<i>Rate</i>
Bank				
Private				
Other				
Other				
TOTAL \$				

PLEASE ATTACH THE FOLLOWING DOCUMENTS TO THIS APPLICATION

- _____ 1. All businesses must complete and Employment Form. (**Attachment "A"**)
- _____ 2. All businesses must provide Resumes of Key Personnel. (**Attachment "B"**)
- _____ 3. Schedule of business debt. (**Attachment "C"**)
- _____ 4. Current personal financial statements of principals. These must be dated no more than 90 days prior to application. (**Attachment "D"**)
- _____ 5. Three (3) years of personal tax returns for proprietor, partners, and stockholders with twenty percent (20%) or more of ownership in the business.
- _____ 6. A business that is less than three (3) years old and a business that has suffered a loss in one of its last three (3) years must provide two (2) years of monthly projected income and expense. A detailed description of how income and expenses were determined is required. (**Attachment "E"**)
- _____ 7. All start-up businesses must provide a Business Plan. (**Attachment "F"**)
- _____ 8. Business tax returns for the three (3) most recent years.
- _____ 9. Business financial statements for the applicant's three (3) most recent fiscal years, where applicable, and a current financial statement dated no more than ninety (90) days prior to the application.
- _____ 10. Current Aging of Accounts Receivable and Accounts Payable.
- _____ 11. Copy of Business License, if applicable.
- _____ 12. Copy of all Corporate Filings or Partnership Agreements (in the case of Corporations - copies of Corporate Resolution authorizing the borrowing request).
- _____ 13. Breakdown of proposed cost with written estimates from contractors or suppliers and purchase agreements, when applicable.
- _____ 14. Such non-financial information or supporting information necessary to substantiate the application, including, but not limited to: estimates, quotations, receipts, contracts, orders, invoices, leases, sales agreements, documentation from architects, engineers, contractors, suppliers, or others involved in the sale, lease, or construction of fixed assets, if any, for applicant's project including schedules of implementation.

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APPLICANT'S CERTIFICATION/AUTHORIZATION

I/We certify that all information in this application and all information furnished in support of this application are true and complete to the best of my/our knowledge and belief.

I/We authorize the lending agency to verify all information furnished in connection with the loan application. The information that may be verified includes, but is not limited to, the following: employment, pensions, mortgages, deposits, and any other income; personal or business loans; insurance; and further, to obtain a credit report.

I/We also authorize the lending agency to disclose any financial information on income tax returns or on my personal or business financial statements, for the purpose of obtaining a loan on my behalf. I understand the information would be made available to loan committee members and other lenders that may be involved in the funding of my loan request.

I/We also acknowledge that this is an application for public funds and, therefore, the information provided may be made available for review.

Signature

Date

Signature

Date