

**Dubois County Area Development Corporation
Enterprise Loan Fund
US Department of Agriculture RBEG
Loan Application**

Application Date: _____

Review Committee Date: _____

BUSINESS INFORMATION

Business Name _____

Address _____

Telephone () _____

Tax I.D. _____

Individual Name(s) _____

Address _____

Telephone () _____

Social Security # _____

Date of Birth: _____

Proprietorship _____ Partnership _____ Sub-Chapter S _____ Corporation _____
 Non-Profit _____ Individual _____ LLC _____

Ownership Distribution: (List stockholders, partners, owner names)

Note: Attach separate sheet if additional space needed.

| Name | Title | # of Years | % | SS# |
|-------|-------|------------|-------|-------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

Nature of Business _____ Year Established _____ Number of Employees _____

Years at Present Location _____ [] Own [] Lease

Accountant _____ Telephone () _____

Insurance Agent _____ Telephone () _____

Attorney _____ Telephone () _____

FINANCIAL INFORMATION

Bank of Account _____ **Account Number** _____

Credit Relationships: Please provide details of your business credit relationships below:

| Name of Creditor | Purpose of Loan | Original Loan Amount | Amount Presently Owing | Repayment Terms | Maturity Date |
|------------------|-----------------|----------------------|------------------------|-----------------|---------------|
| _____ | _____ | \$ _____ | \$ _____ | _____ | _____ |
| _____ | _____ | \$ _____ | \$ _____ | _____ | _____ |
| _____ | _____ | \$ _____ | \$ _____ | _____ | _____ |

CURRENT AND PROJECTED EMPLOYMENT

Note: To the maximum extent possible, the applicant will utilize the employment or labor use of low-income persons.

| Type of Employment | Existing Jobs | | Future Projections | | | |
|------------------------------------|---------------|----|--------------------|----|----------|----|
| | | | Year One | | Year Two | |
| | FT | PT | FT | PT | FT | PT |
| Full or Part-Time Employees | | | | | | |
| Professional/Managerial/Technical | | | | | | |
| Skilled | | | | | | |
| Unskilled/Semi-Skilled | | | | | | |
| TOTALS | | | | | | |

LOAN REQUEST

Amount of Loan Requested _____

Type of loan

_____ [] Line of Credit

_____ [] Term Loan

Requested Term of Loan _____ [] Business Home Equity

[] Commercial Real Estate

[] Gap Financing

Specific Loan Purpose (Check all that apply)

[] Working Capital

[] Finance Purchase of Inventory

[] Finance Purchase of Equipment

[] Finance Purchase of Real Estate

[] Finance Purchase of Business

[] Refinance Existing Loan or Debts

[] Other (State type of loan required and loan purpose)

Collateral Available* (Check all that apply)

[] All Assets (accounts receivable, inventory, machinery and equipment)

[] Specific Equipment (Please attach equipment list, including serial numbers or description of equipment, and invoices for new equipment.)

[] Real Estate (Please attach property address, legal description and a copy of most recent tax bill.) Square Feet _____ Acres _____

[] Cash on Deposit at (name of bank) Branch _____ Account # _____

[] Personal Assets (As described in Personal Financial Statement.)

* **Collateral:** Loans are secured by collateral, which is property in which a security interest is granted to secure repayment of the loan. The loan collateral may include business assets, stocks, bonds, certificates of deposits, or personal assets. Consider (1) the value of the loan collateral must be equal to or greater than the amount of the loan, (2) expected economic life of collateral will be considered by the Bank in evaluating the collateral offered for the loan, (3) formal collateral appraisals may be required, and (4) a pledge of personal assets may be required as additional collateral for the business loan requested.

[] **Guarantors**** (Please list)

Name _____

Social Security # _____

Are any of the business assets encumbered by liens or attachments of any type? Yes No

| What | By whom | Amount \$ |
|------|---------|-----------|
| | | |
| | | |
| | | |

Does the business have a pension fund? Yes No

profit-sharing plan? Yes No

If so, does the plan have any unfunded pension liabilities? Yes No Amount \$

DEMOGRAPHIC INFORMATION

The following information is requested by the Federal Government for certain types of loans, in order to monitor the lender's compliance with equal credit opportunity. You are not required to furnish this information, but are encouraged to do so. The law requires that a lender may neither discriminate on the basis of this information nor on whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations, this lender is required to note race/ethnicity on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below.

- American Indian or Alaska Native (not Alaskan)
 African American
 Hispanic
 Native Hawaiian or Other Pacific Islander
 Caucasian
 Asian
 Other (Specify)

REQUIRED ATTACHMENTS

**Please be sure all of the following documentation has been included.
APPLICATIONS WILL NOT BE PROCESSED WITHOUT ALL OF THESE ATTACHMENTS.**

- Business Plan
- Enterprise Loan Fund Application
- Accountant-Prepared Business Financial Statements (Profit and Loss, Balance Sheet) for the past three fiscal years
- Business Federal Tax Returns for past three fiscal years
- Interim Financial Statements (if available)
- Most Recent Federal Tax Returns for each principal owner listed in the first section of the Business Loan Application
- Signed Personal Financial Statements for any person owning at least 20% of the business
- Organizational Papers (Articles, dba papers, etc.)
- Insurance on key personnel if business is sole proprietorship or limited partnership
- Information which may further secure the loan
- Documentation that the project could not proceed without ELF Financing
- Documentation as to the source of equity
- Documentation as to how the project will benefit the community and impacts the mission of the ELF
- Commitment letter from bank participating in the project
- Copy of commitment letter from bank regarding line of credit for working capital
- Copy of secured permits, if applicable

CERTIFICATION

I declare that any statement in this application and in its required attachments or information provided herein, is true and complete in substance and in fact. Further, I hereby authorize any financial institutions in which the loan applicant and any guarantor thereof has any loans to provide any and all financial information of the loan applicant and/or any guarantor thereof requested by the Dubois County Enterprise Loan Fund Board and this authorization constitutes a waiver of any and all laws and regulations concerning any privacy and applicant and guarantor also indemnifies and holds harmless said financial institutions for the release of any such information pursuant to this section of the loan application. This Information will be secured for the purpose of determining the applicant's eligibility, ELF standards conformance and financial soundness of the applicant.

Business Name (print): _____

Applicant Signature: _____ Date: _____

Applicant Title: _____

Guarantor(s) Signature: _____ Date: _____

Guarantor(s) Signature: _____ Date: _____

FEE CHARGE: A loan origination fee of \$100 will be due at the time the loan application is made. A loan-closing fee will be charged at the time of the loan closing with a minimum of charge of \$250 not to exceed \$500.00

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410 or call 1-800-795-3272 (voice) or 202-720-6380 (TDD).