

Kewaunee County Revolving Loan Program Application Form

Business Name: _____

Street Address: _____

Mailing Address: _____

City: _____

Type of Business: _____ Date Established: _____

Telephone Number: _____ Tax I.D.: _____

Number of Employees: _____ Number if Loan Approved: _____

Applicant's
Financial Consultant: _____ Telephone #: _____

Matching funds of at least one dollar of private funds for each dollar of Community funds must be obtained. In addition, there must be one job created for every \$35,000 of Community Funds.

Please complete the following chart:

	Sources of Funds*			Total
Uses of Funds**				
1				
2				
3				
Total				

*i.e. Bank, owners equity, etc.

**i.e. Equipment, real estate, working capital

Term of loan requested: _____

(not to exceed 7 yrs working capital, 10 yrs equipment, 12 yrs real estate.)

COLLATERAL:

	Present Mkt. Value	Present Loan Balance
Land and Building	\$ _____	\$ _____
Machinery & Equip	\$ _____	\$ _____
Accounts Receivable	\$ _____	\$ _____
Other _____	\$ _____	\$ _____
Total	\$ _____	\$ _____

INDEBTEDNESS:

To Whom Payable	Present Balance	Int Rate	Maturity Date	Payment Amount	Security

Amounts should correspond with most recent interim financial statement.

MANAGEMENT (Proprietor, partners, officers, directors and all holders of outstanding stock)

Name	Title	SSN	Home Address	% own

1. Have you or any officers of your company ever been involved in bankruptcy insolvency proceedings? Yes _____ No _____ If so, please provide the details as a separate exhibit.
2. Are you or your business involved in any pending lawsuits? Yes _____ No _____ If yes, please provide the details as a separate exhibit.
3. Do you or your spouse or any member of your household, or anyone who owns, manages, or directs your business or their spouses or member of their households work for Community or hold an official position with Community?
Yes _____ No _____ If so, please provide the name and address of the person and what department employed.

Employee Name: _____

Dept.: _____

Employee Address: _____

4. Does your business, its owners or majority stockholders own or have a controlling interest in other businesses? Yes _____ No _____ If yes, please provide their names and relationship with your company along with a current balance sheet and operating statement for each as a separate exhibit.

Name of Business: _____

Relationship to Applicant: _____

5. Do you buy from, sell to, or use the services of any concern in which someone in your company has a significant financial interest?
Yes _____ No _____ If yes, provide details in a separate exhibit.
6. Are any of the individuals listed under “Management” on parole or probation?
Yes _____ No _____ If yes, please provide details as a separate exhibit.
7. Have any of the individuals listed under “Management” been convicted of a crime? Yes ___ No ___ If yes, please provide details as a separate exhibit.

THE FOLLOWING EXHIBITS MUST BE COMPLETED WHERE APPLICABLE. ALL QUESTIONS ANSWERED ARE MADE A PART OF THE APPLICATION.

ALL MATERIALS REQUESTED MUST BE SENT WITH THE APPLICATION. THE FOLLOWING SPECIFIC INFORMATION SHOULD BE INCLUDED AS PART OF YOUR APPLICATION.

1. Balance Sheet and Profit and Loss Statements for last three fiscal years.
2. Balance Sheet and Profit and Loss Statement for an interim period less than ninety (90) days from date of application.
3. Aging of Accounts Receivable and Payable corresponding with latest available statement.
4. Earnings projections for three (3) years from date of application. Assumptions must be included.
5. Business plan and financing proposal. This should include Company history, a discussion of your industry, sales and marketing plans, discussion of competition, need for financing, and other matters relevant to your application.
6. Resumes for all individuals listed under “Management.”
7. If you are buying equipment with loan proceeds, attach a list of the equipment to be purchased.
8. If you are using loan proceeds for new construction, please attach plans and specifications along with a proposed construction contract.
9. Commitments for all private financing. The commitments should contain no contingencies other than receipt of Revolving Loan Fund monies.
- 10.Environmental Review Checklist.
- 11.Lending Institution’s Credit Analysis.
- 12.Cash Flow analysis on monthly basis for first (1st) year of operation.
- 13.Personal Balance Sheet.
- 14.Explanation why Community involvement is requested.
- 15.Marketing analysis.
- 16.Project officer(s) salaries.
- 17.Industry Average Ratios.

I/WE CERTIFY that all information in this application is true and complete to the best of my/our knowledge and are submitted to Community so that the Community can decide whether to grant the loan. I/we agree to pay for or reimburse the Community for the cost of any surveys, title or mortgage examinations, appraisals, etc., performed by non-Community personnel provided I/we have given my/our consent.

Signed: _____ Title: _____

Print Name: _____ Title: _____

Attest:
_____ Title: _____

Print Name: _____

Dated this _____ day of _____, 20 _____