

BUSINESS LOAN APPLICATION

Funds administered by NeighborWorks® Southern Colorado

LOAN APPLICATION				
Loan Request Amount:			Date:	
1. PRELIMINARY INFORMATION				
Business Name:		Phone:	Fax:	
Contact Person:		Title:		
Mailing Address:				
Physical Address:			County:	
Federal ID or SS#:		Business Bank Account:		
Bank Address:		Bank Contact:		
2. BUSINESS INFORMATION				
Type of Business: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Sub S Corporation <input type="checkbox"/> Partnership		<input type="checkbox"/> Retail <input type="checkbox"/> Wholesale <input type="checkbox"/> Service <input type="checkbox"/> Manufacturer <input type="checkbox"/> Other LLC		If corporation, list names of officers:
Date Business was established:		Fiscal Year End:		
Is this an existing business?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Purchase of existing business?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
New business?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Business Description: <i>(products manufactured, services provided, etc.)</i>				
Percent of Ownership:				
Name	Address	Phone	% Owned	SS#

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3. DESCRIPTION OF PROJECT, REASONS FOR EXPANSION & NEED FOR FUNDS

4. OTHER LENDING COMMITMENTS/CONTRACTS FOR THIS PROJECT

Please list below: names of other banks or lending sources you have contact regarding this project and indicate whether they are willing to commit to financing. Attach letters of commitment or interest if available.

Name	Phone	Date of Contact	Willing to Commit?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

5. EMPLOYMENT

Number of FTEs at the time of application:

Average payroll (\$/month):

New FTE jobs to be created as a result of this loan: (Give #'s for each time period not a cumulative total)

a. 1st 6 months:

b. 2nd 6 months:

c. 2nd Year:

Total over 2 years:
(should equal a thru c)

If this is a job retention project (i.e. company will go out of business if RLF funds are not received), number of current FTEs to be retained: (Mark n/a if not applicable)

Number of positions to be filled (or retained) by low-moderate income persons:

Plans for hiring and training new workers:

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Job Descriptions:

Jobs available to or expected to be held by low-moderate income persons are indicates by an () next to the position below.*

Job Title	# of positions	Schedule for Hiring	Proposed Wage/Salary	Skills and Education Required

6. BUSINESS DEBT

List current debts of the business (including credit card debt) – indicate any loans to be paid by proposed funding with an asterisk (*).

Original Date	Lender	Original Amount	Current Balance Outstanding	Interest Rate	Term	Monthly Payment	Security

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7. USE OF ALL PROCEEDS

	Amount	Anticipated Date of 1 st Draw
Purchase of real estate		
New construction of building and fixed assets		
Building expansion or repair		
Acquisition of existing business		
Purchase of machinery and equipment		
Purchase of furniture and fixtures		
Purchase of inventory		
Debt payment (refinancing of existing debt)		
Working capital or operating expenses		
Other (explain)		
Other (explain)		
TOTAL PROJECT AMOUNT		

8. SOURCES OF PROCEEDS

Show all sources of financing for this project

Bank loan (non-SBA)	
Bank loan (SBA guarantee)	
Mortgage (other than bank)	
Equipment finance (non-bank)	
Borrower equity: cash	
Borrower equity: non-cash	
Business Loan Request	
TOTAL	

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9. OVERALL BORROWER EQUITY

What amount will borrowers invest in the business (is investment cash, equipment, real estate, etc.)?

Amount

10. SUMMARY OF BUSINESS ASSETS

Items

Fair Market Value

Assets Encumbered by

Buildings and Land

Existing equipment

New equipment

Accounts Receivable

Finished inventory for sale

Inventory in process

Raw materials

Personal guarantees

Other

What collateral are you willing to pledge to the RLF?

11. CREDIT REFERENCES

Name

Phone

Contact Person

Years
Assoc.

Credit
Rating

Banks

Trades

Credit Cards

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Does your business have any subsidiaries or affiliates (including owner leasing or arrangements)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your business have any licensing agreements or royalty payments required for any of the business products? If yes, please provide their names and the relationship with your company. For subsidiaries or affiliates, provide a current balance sheet and operating statement for each as an attachment.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you or any officers of your company ever been involved in a bankruptcy or insolvency proceedings? If yes, please give details in an attached letter.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you or your business involved in any potential or pending lawsuits? If yes, provide detail in supporting documents.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12. ACKNOWLEDGEMENT AND AUTHORIZATION FOR CREDIT CHECK		
I (we) certify that the information included in this application is true and complete to the best of my (our) knowledge. By my (our) signature(s), I (we) agree to comply with the requirements that Southern Colorado Community Lending makes in connection with the approval of my (our) request. I (we), also, grant permission to Southern Colorado Community Lending, LLC (a subsidiary of NeighborWorks Southern Colorado) to obtain information from my (our) bank, creditors, credit bureau reporting agency or other necessary sources to evaluate this application.		
Company Name _____		
Authorized Official	Date	
Authorized Official	Date	