

504 Loan Application

Operating Company Information

Company Name _____ Web site _____
Address _____ City _____ State _____ ZIP _____
Contact _____ Phone _____ e-mail _____
Alt. Contact _____ Phone _____ e-mail _____
Type of Business _____ Date Est. _____ State _____
Type of entity: Proprietorship ☐ Partnership ☐ Corporation ☐ LLC ☐
Current # of Employees Full Time _____ Part Time _____
Empl. Added next 2 Yrs. Full Time _____ Part Time _____

Company DUNS # _____ If a franchise, FRUNS # _____

Company Ownership

List all owners of operating company (must total 100% of ownership)

Name _____	Title _____	% _____
Name _____	Title _____	% _____
Name _____	Title _____	% _____
Name _____	Title _____	% _____
Name _____	Title _____	% _____

Additional Business Locations

Business Address _____	Own <input type="checkbox"/> Lease <input type="checkbox"/> Replaced by project? Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	Sq. Ft. _____ Mtg./Rent Pmt. \$ _____
Business Address _____	Own <input type="checkbox"/> Lease <input type="checkbox"/> Replaced by project? Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	Sq. Ft. _____ Mtg./Rent Pmt. \$ _____
Business Address _____	Own <input type="checkbox"/> Lease <input type="checkbox"/> Replaced by project? Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	Sq. Ft. _____ Mtg./Rent Pmt. \$ _____

Real Estate Information

Project Address _____ City _____ State _____ Zip _____

Acreage of Site _____ Square Footage of Building _____ Sq. Ft. you will occupy _____

*** You must occupy 51% of an existing building / 60% of a newly constructed building**

Will any existing tenants remain in the building? Yes ☐ No ☐ (If Yes provide the following information)

Tenant Name	Sq. Footage	Lease Exp.	Annual Rent
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Please provide copies of all tenant leases

Real Estate information (Cont.)

Name of Real Estate Entity _____ Date Est. _____ State _____

Type of entity: Proprietorship ☐ Partnership ☐ Corporation ☐ LLC ☐

Source of Down Payment (i.e.: personal cash, business cash, home equity loan, etc.): _____

Has this real estate ever undergone an environmental site inspection YES ☐ NO ☐ (if YES provide copy)

What is the present use of this property? _____

What was the previous use of this property? _____

Has this property ever housed a Gasoline Station? YES ☐ NO ☐**List all owners of Real Estate Entity (must total 100% of ownership)**

Name	_____	Title	_____	%	_____
Name	_____	Title	_____	%	_____
Name	_____	Title	_____	%	_____
Name	_____	Title	_____	%	_____
Name	_____	Title	_____	%	_____

Project Costs

Purchase Land.....\$	_____	Make Leasehold Improvements.....\$	_____
Purchase Land & Building.....\$	_____	(1) Purchase/Install Equipment.....\$	_____
Purchase Building (Condominium).....\$	_____	Purchase Furniture & Fixtures.....\$	_____
Construct Building.....\$	_____	Refinance Debt\$	_____
Make Addition to Building.....\$	_____	Professional Fees*\$	_____
Make Renovations to Building.....\$	_____	Other **\$	_____
		Total	\$ _____

(1) Please note - equipment to be financed must have a useful life of 10 years or greater***Architectural, Engineering, Permitting, etc. not shown elsewhere. **Construction Contingency, Interim Interest, etc.****Acknowledgement**

In connection with this Loan Application I/we authorize New England Certified Development Corporation to obtain any information they may require at any time, for any purpose related to my/our credit transaction with them. I/We further authorize New England Certified Development Corporation to release such information to any entity they deem necessary for any purpose related to my/our transaction with them, including to the U.S. Small Business Administration. I/We hereby certify that the attached information, including any exhibits thereto, or items provided at a later date, are true valid and correct to the best of my/our knowledge.

Business Applicant _____
Company Name _____by (signature): _____ Title _____ Date _____
print name: _____

Personally by:

Personally by (signature): _____ Date _____
print name: _____Personally by (signature): _____ Date _____
print name: _____Personally by (signature): _____ Date _____
print name: _____

Exhibit A - Business Debt Schedule

Please furnish the following information on all installment debts, contracts, notes and mortgages. Do not include accounts payable or accrued expenses.

USE ADDITIONAL SHEETS AS NECESSARY

Company Name

As of: *Date

Creditor Name/Address	Original Amount	Original Date	Present Balance	Interest Rate	Maturity Date	Monthly Payment	Collateral Description
Total Present Balance				Total Monthly Payment			

**Please provide balances as of the same date as interim financial statement.
Present Balance should correspond with amount shown on interim financial statement.**

912 - Personal Information

This page to be completed by **EACH** principal **AND** manager of the Applicant (Please use additional copies of this form as necessary)

Name _____ SS# _____
First Middle Last

Former Name _____
First Middle Last When Used

Date of Birth _____ Place of Birth _____

Residence Telephone _____ Business Telephone _____

Residence Address _____
No. Street City State Zip From To

Previous Address _____
No. Street City State Zip From To

Are you employed by the U.S. Government? (Y/N) _____ Agency/Position _____

Spouse Name _____ SS# _____ Date of Birth _____ Place of Birth _____

Personal Information (use additional sheets for explanation if necessary)

Are you a U.S. citizen? (if NO, please provide a copy of Visa or Alien Registration) ☐ Yes ☐ No

Is your spouse a U.S. citizen? (if NO, please provide a copy of Visa or Alien Registration) ☐ Yes ☐ No

Are you presently subject to an indictment, criminal information, arraignment or other means in which criminal charges are brought in any jurisdiction? (if YES provide details) ☐ Yes ☐ No

Have you been arrested in the past six months for any criminal offense? (if YES provide details) ☐ Yes ☐ No

For any criminal offense-other than a minor motor vehicle violation - have you ever: 1) been convicted; 2) plead guilty; 3) plead nolo contendere; 4) been placed on pre-trial diversion; or 5) been placed on any form of parole or probation (including probation before judgment)? ☐ Yes ☐ No

Indicate Gender (Optional) ☐ Male ☐ Female

With which race are you most closely identified? (Optional-Choose only one)

<input type="checkbox"/> African American	<input type="checkbox"/> Native American	<input type="checkbox"/> Eskimo or Aleut
<input type="checkbox"/> Asian or Pacific Islander	<input type="checkbox"/> White	<input type="checkbox"/> Hispanic
<input type="checkbox"/> Other - (specify) _____		

Please attach a copy of both sides of your driver's license, or other government-issued ID

Miscellaneous Questions

Have you or any officer of your company ever been involved in bankruptcy or insolvency proceedings? (if Yes provide full documents/details/status)

Are you or your company involved in any pending or prior lawsuits? (Yes/No) _____ (if Yes, describe) _____

Have you ever received a prior SBA Loan? (Y/N) _____ If "Yes" provide details Orig. Amt. \$ _____

Original Date _____ Cur. Bal. \$ _____ SBA Loan # _____ Pmt. Status _____

Have you or your company ever had other Gov't. financing? (Yes/No) _____ If Yes, list Agency _____

Orig. Amt. \$ _____ Orig. Date _____ Cur. Bal. \$ _____ Pmt. Status _____

Military Service

No military service ☐ or complete the following:

Branch _____ From _____ To _____

Honorable Discharge? Yes ☐ No ☐ War Veteran? Yes ☐ No ☐ Rank at Discharge _____