

Small Business Administration Loan Request Form

Amount of Loan Requested \$ _____ Term: # of Years: _____
 (See Estimated Project Costs Below for Requested Loan Amount)

Applicant Company Information

Borrower Name: _____

Type of Business: _____

Phone Number: _____ **Home Number:** _____ **Fax:** _____

Trade Name: _____ **Corporation Name:** _____

Current Address: _____ **City:** _____ **Zip:** _____

Rent or Own? _____ **Date Business Was Established:** _____

Future Address: _____ **City:** _____ **Zip:** _____

Contact: _____ **Position:** _____

Are you presently under indictment, on parole or on probation? Yes No

If yes, please explain: _____

Have you ever been charged with, arrested, and/or convicted of any criminal offense other than a minor motor vehicle violation? Yes No

If yes, please explain: _____

Entity: "C" Corporation: "S" Corporation LLC

Partnership Sole Proprietorship Other _____

Number of existing employees _____ # of employees after this loan _____

Estimated Project Costs

Costs/Uses of Funds - Please outline the use of funds in the space below. Be as specific as possible.

	TOTAL COSTS	COMMENTS
Land and Building (total costs)		
New construction	+	
Leasehold improvements	+	
Machinery & equipment	+	
Debt repayment	+	
Inventory	+	
Working capital	+	
Fees	+	
Other	+	
Total Project	=	
Seller Financing	-	
Cash Injections	-	15% to 30% or greater borrowers cash investment depending on project
TOTAL LOAN REQUEST	=	

Ownership of Applicant Company

(Show 100% of ownership including all proprietors, partners, officers, directors and any holders of outstanding stock)

Name/Title	% Owned	Compensation	Active?	Citizen?	Green Card?

Sources of Applicants Capital Injection and/or Equity

When purchasing Real Estate, Equipment, or other assets; between 15% to 30% or more may be required as cash injection toward the purchase. Please list the location of the funds to be used as capital / cash injection.

Amount	Where Funds are held or Source of Equity Injection
\$ _____	_____
\$ _____	_____
\$ _____	_____

Collateral For This Loan

SBA Loans are fully collateralized. Please list the collateral that will be offered for this loan.

Estimated Value of Collateral \$ _____ Source of Valuation _____

Additional Information

Do any of the Principles of the business have any ownership in other businesses? _____

Have any of the Principles been arrested and/or convicted of a Felony or Misdemeanor, on parole or probation, or under Indictment? If yes, explain _____

Are any applicants party to past or pending claims, lawsuit, judgement, or tax liens? _____

If yes, attach full description _____

Have you ever applied or obtained an SBA Loan or assistance from SBA before? _____

The Status: _____

Has any applicant filed Bankruptcy in past?	_____	If yes, attach full description.
Do applicants owe any past Taxes?	_____	If yes, attach full description.
Have you prepared a Business Plan ?	_____	If yes, please attach
Have you completed cash flow projections?	_____	Please attach
List Important Trade References:	_____	Phone _____
	_____	Phone _____

Bank Reference _____	Phone _____
Accountant Name _____	Phone _____
Attorney Name _____	Phone _____

Affiliates

List below all business concerns in which the applicant company, or any of the individuals listed in the ownership section above have any ownership.

Company Name	Name of Ownership	% of Ownership
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Brief Description of the Primary Purpose for This Loan

Please provide a brief description of your Business and the primary need and use for SBA Loan Funds.

Attach Financial Information Here

Historic Business Financial Statements - This should include the last 3 years of:

- _____ Business Income Statements. (often called a Profit and Loss Statement)
- _____ Business Balance Sheets (Assets and Liabilities on the Business)
- _____ Business Federal Tax Returns (all pages)

Interim (Current) Business Financial Statement – Profit & Loss Statement and Balance Sheet

_____ The most current Business Income Statement and Balance Sheet – dated 45 days or newer. Include with the Interim statement, an Accounts Receivable Aging and a Accounts Payable Aging dated the same as the Interim financial Statement.

3 Years Historic Personal Tax Returns

_____ Personal Federal Tax Returns (all pages)

Pro-Forma (Projected) Business Financial Statement

_____ Prepare a projection of your Income (Profit and Loss) Statement for 3 years into the future.

Current Accounts Receivable and Accounts Payable Aging

_____ Must balance to and be dated the same as the Interim Financial Statements noted above.

I authorize Lender/SBA to make inquiries as necessary to verify the accuracy of the statements made and to determine my credit worthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of either obtaining a loan or guaranteeing a loan. I understand FALSE statements may result in forfeiture of benefits and possible prosecution by the U.S. Attorney General (reference 18 U.S.C 1001).

Signature _____ Date _____ SSN: _____

Signature _____ Date _____ SSN: _____