



Small Business Revolving Loan Fund

Business Loan Application

I. General Information

Name of Applicant's Business		Tax ID No.
Phone No.	Fax No.	E-mail Address
Business Address		

Project Address (if different)

Name of President and Key Employees

Name	Soc. Security No.
Title	% of Company
Home Address	
Name	Soc. Security No.
Title	% of Company
Home Address	
Name	Soc. Security No.
Title	% of Company
Home Address	

Accountant	Phone No.
Attorney	Phone No.

Type of Business

Goods Produced/Services Offered

Number of Current Full-Time Employees	Number of Current Part-Time Employees
Date Opened	Annual Gross Sales (last calendar year)

Is this a Minority or Female-Owned Business? If yes, please specify and indicate percentage of ownership



Business Loan Application

Brief History of the Company (If a business plan is provided, this question may be ignored)

II. Loan Request

Purpose of Loan

Activity	Cost	Amount Requested from SBRLF	Schedule for Purchasing
Purchase a comm./ind. bldg.			
Acquire machinery/equipment			
Replace permanent fixtures			
Other			
Other			
Other			

Primary Source of Repayment

Participating Financial Institution

Name of Loan Officer

Phone No.

III. Owner's Investment in Project

The city requires a 10% to 15% investment in the project, but will allow contributions other than just liquid assets (i.e., labor for construction or repairs; land and buildings; existing machinery and equipment appropriate for the project).

Physical Resources

Cash	% from Savings	% from Investors
Land/Buildings (location and value)		
Equipment (type and value)		

Experience and Skills of Owners - Describe the experience and skills of the owner(s) and employees relevant to the new project/business (attach owner(s) resume)



IV. Credit Experience/References

Financial Institutions

Name	Loan Balance	Contact/Phone No.

Suppliers

Name	Contact/Phone No.

V. Market Analysis (If business plan is provided, this section may be disregarded)

List Existing/Targeted Customers

Describe Competition

Indications of Need for Product/Service



VI. Community Development Block Grant (CDBG) Compliance

Job Creation

Title of New Positions (Full and Part-Time)	Number to be Hired	Hours per Week	Wage Rate	New Hires in Low/Moderate Income (LMI) Classification

OR

Will this project provide goods/services to residents of a CDBG targeted neighborhood? (At least one LMI person must be served for each \$1,000 borrowed from the SBRLF.) If yes, give number of residents to be served and explain how this number was calculated.

If real estate will be purchased, has an environmental study been completed? (If yes, please provide a copy of the report)

VII. Financial and Construction Information Required

The following information must accompany this application form:

- Balance Sheet (2 years)*
- Income Statement (2 years)*
- Cash Flow Statement (current and projected)
- Project Source and Use of Funds (form provided)
- Personal Financial Statement from Each Owner
- Business Tax Returns (2 years)*
- Personal Tax Returns (2 years)
- Copy of Specifications for Building Renovations or Alterations, if applicable
- New Businesses are Required to Submit a Business Plan

* Forms are not required from new businesses

I hereby certify that the information contained in this application is true and accurate. I understand that a knowingly-made false statement or misrepresentation in this application is cause for denial of a loan. I understand that my signature serves as my affidavit regarding job creation/retention, equity investment, and the postponement of purchases until conditional approval of the SBRLF is received. I agree to allow the participating bank to release information necessary for the SBRLF credit and compliance analysis. This application shall remain the property of the City of Kalamazoo. I understand that this application and loan is subject to future review by the Neighborhood & Economic Development Division.

Applicant _____

Date _____

Applicant _____

Date _____