



Loan Application

Taxpayer ID _____
DUNS# _____

COMPANY INFORMATION

Company Name _____

Address _____ City _____ ST _____ Zip _____

Principal in charge _____ Work Phone () _____ Work Fax () _____

Secondary Contact _____ Work phone () _____ Work Fax () _____
(IN-HOUSE CONTROLLER OR BOOKKEEPER)

Principal's E-Mail _____ Secondary's E-Mail _____

Type of Business _____ Date Established _____

Type of entity (check one): Proprietorship Partnership LLC Corporation (Years Business Incorporated) _____

Number of Current Employees _____ Estimated number of new employees within the next two years as a result of this loan _____

NEW PROJECT INFORMATION

Street Address of Project _____ City _____ ST _____ Zip _____ County _____

What is the entire square footage of the new building? _____ What is the total square footage your company will occupy?*

*Please Note: We require your company to occupy 51% of an existing building or 60% of a new building.

Escrow Closing Date _____ Realtor's Name _____ Realtor's Phone () _____

How will the property be vested? (individually, husband and wife, partnership, LLC, corporation, trust, etc.) _____

If there are any tenants that will remain in the building? Yes No If yes, please provide the following information:

Tenant Name	Square Footage	Lease Expiration	Rent Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CHECKLIST

Please provide the following documents and information:

Business Information

- Business financial statements for the last three years
- Projections (form attached)
- Interim financial statement dated within the last 60 days
- Business debt schedule (form attached)
- Federal tax returns for the last three years
- Other _____

Legal Entity Documents (as applicable)

- Sole Proprietorship**— Fictitious Business Name Statement (filing and proof of publication with county recorder's stamp)
- Corporation**: Articles of Incorporation, Corporate Bylaws and Stock Certificates
- Partnerships: (General, Limited or Limited Liability)** Partnership Agreement (with all exhibits) and State Registration, if any
- Limited Liability Company**: Articles of Organization Form (LLC-1) and Operating Agreement
- Trust**: Trust Agreement with all exhibits

Personal Information (for each individual with 20% or greater ownership)

- Personal tax returns for the last three years
- Personal Resumé (form attached)
- Personal financial statement (form attached)

Real Estate Information

- Real Estate Purchase Agreement and Escrow Instructions -or- Escrow Closing Settlement Sheet and Grant Deed
- Construction cost budget and/or equipment bids
- Existing environmental studies