

# CUMBERLAND EMPOWERMENT ZONE

## Application For Financial Assistance – Non Real Estate

This form is designed to provide the CEZC with sufficient information to permit effective consideration of your loan request. **A fully completed application will eliminate unnecessary delays.**

Please Note: There is a **\$100.00 non-refundable application fee** payable to CEZC when submitting this application and a 1% servicing fee at the time of closing.

### I. General Information

Name of applicant: \_\_\_\_\_

Name of business: \_\_\_\_\_

Address of business: \_\_\_\_\_  
 \_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Business bank of account: \_\_\_\_\_

Branch Address: \_\_\_\_\_

Account Number: \_\_\_\_\_

Bank Officer: \_\_\_\_\_

### II. Ownership & Management

Structure of business (Check One)

- |                           |                          |                              |
|---------------------------|--------------------------|------------------------------|
| Corporation               | Professional Corporation | Trading As/Doing Business As |
| Sub Chapter S Corporation | Partnership              | Sole Proprietorship          |

Ownership of applicant company (*List all owners & stockholders with 20% or more of total ownership*):

<i>Name</i>	<i>Percentage Owned</i>
1.	
2.	
3.	

Key Management:

<i>Name</i>	<i>Titles/Duties</i>	<i>Yrs. with Co.</i>	<i>Annual Comp. Salary / Bonuses</i>	<i>Life Ins. Amount</i>
1.				
2.				
3.				

**III. COMPANY HISTORY/PROFILE**

Month/year business was established: \_\_\_\_ / \_\_\_\_ Tax ID or EIN #: \_\_\_\_\_

Line of Business: \_\_\_\_\_ SIC: \_\_\_\_\_

**Employment:**

Number of employees: full-time : \_\_\_\_\_ part-time: \_\_\_\_\_

Jobs to be created (next two years): full-time : \_\_\_\_\_ part-time: \_\_\_\_\_

**IV. MARKET**

**Five Largest Customers:** (Not applicable for retail businesses.)

1. (Name/Contact Person)	(Net Sales)
<i>(Address/Phone Number)</i>	
2.	
3.	
4.	
5.	

**Five Largest Suppliers:**

1. (Name/Contact Person)	(Credit Amount)
<i>(Address/Phone Number)</i>	
2.	
3.	
4.	
5.	

**Major Competitors:**

1. (Name)	3.
(Address)	
2.	4.

**V. Existing Business Loans Payable**

Whom Payable/ Account. Number	Original Amount	Loan Date month/year	Term	Interest Rate	Outstanding Balance	Collateral
1.		/				
2.		/				
3.		/				

**VI. DESCRIPTION OF PROPOSED FINANCING**

**LOAN REQUEST (Please Itemize):**

Real Estate Acquisition: \$ \_\_\_\_\_

Building Renovations: \_\_\_\_\_

Leasehold Improvements: \_\_\_\_\_

Machinery & Equipment: \_\_\_\_\_

Inventory: \_\_\_\_\_

Working Capital: \_\_\_\_\_

Other (describe): \_\_\_\_\_  
\_\_\_\_\_

Total Project Costs: \_\_\_\_\_

Owners Equity: \_\_\_\_\_

Total Loan Request: \$ \_\_\_\_\_

*(Total Loan Request = Total Project Costs minus Owners Equity)*

**VII. SUPPORT INFORMATION & STATEMENTS REQUIRED**

1. Current (within 90 days) and previous three years' business financial statements and/or federal tax returns.
2. If the business is less than two years old, submit projected income statement for two years following receipt of the loan and a projected monthly cash flow statement for one year after the loan. (Assistance for this item is available.)
3. Personal financial statements completed and signed for all owners with 20% or more ownership. *(Please use enclosed form.)*
4. Personal federal income tax returns for the past two years, from all owners with 20% or more ownership.
5. For all equipment purchases and/or minor building renovations, provide contractors estimates, suppliers price quotations and purchase orders.
6. If you are planning to purchase real estate, please submit a complete copy of the Agreement of Sale. If you own the property to be renovated, submit a copy of the deed.
7. If you currently rent your current location, submit a copy of the lease.
8. If you are planning to renovate commercial real estate, please submit preliminary plans and specifications for new construction or renovation and cost estimates prepared by a qualified, independent third party (General Contractor or Architect)
9. Explain how the loan will affect your business goals regarding production, sales, profits, jobs created, etc.
10. Any additional information which will assist CBAC in analyzing your application.

I/We authorize the Cooperative Business Assistance Corporation to investigate my/our personal and business financial credit history as necessary to process a loan application. The undersigned authorize any person or consumer reporting agency to give you any information it may have on the undersigned. Each of the undersigned authorizes you to answer questions about your credit experience with the undersigned. THE UNDERSIGNED, in applying for financial assistance from CBAC, recognizes that prior to receiving any financial assistance he or she will agree to comply with all federal, state and local laws and regulations to the extent that such are applicable. The purpose of the loan is to support business activities for which traditional credit is not otherwise available on terms and conditions which would permit the completion or operation of the project.

\_\_\_\_\_  
**Name of Business:**

\_\_\_\_\_  
**Signature/Title:**

\_\_\_\_\_  
**Date:**

\_\_\_\_\_  
**Signature/Title:**

**EQUAL CREDIT OPPORTUNITY ACT**

The Federal Equal Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is the Federal Trade Commission, Equal Credit Opportunity, Room 500, 633 Indiana Avenue, N.W., Washington, DC 20580.

Applicant:  
 Race/National Origin:  American Indian  Asian  
 Black  Hispanic  White  Other: \_\_\_\_\_

Co-Applicant:  
 Race/National Origin:  American Indian  Asian  
 Black  Hispanic  White  Other: \_\_\_\_\_