CITY OF HUNTINGBURG – REVOLVING LOAN FUND APPLICATION

DATE APPLIED: _____

CURRENT MILITARY STATUS ☐NON-ACTIVE ☐ ACTIVE DUTY ☐ N/A

BUSINESS INFORMATION

Business Name				
Mailing Address				
Email				
Phone Number			Tax ID Number	
Contact Person			Phone Number	
Nature of Business				
Year Established			Years at Present Location	☐Own ☐Lease
Number of Current Employees	Full-time	Part-time	Will this loan request result in additional employees? If so, how many?	☐Yes ☐No

Ownership Type

☐Sole Proprietorship ☐Partnership ☐Corporation ☐LLC ☐Non-Profit ☐Other _____

All Key Owners/Officers (Attach separate sheet if necessary)

Name	Title	% Owned	# of Years	Social Security Number

Current and Projected Employment

Type of Employment	Existing Jobs			Future Projections			
				Year One		Year Two	
Full or Part-Time Employees	**FT**	**PT**		**FT**	**PT**	**FT**	**PT**
Professional/Managerial/Technical							
Skilled							
Unskilled/Semi-Skilled							
TOTALS							

Financial Information (attach separate sheets if necessary)

Financial Information Assets (Business)		
	Description	**Amount**
Cash		
Pension, IRA, 401K		
Vehicles		
Real Estate		
Other Assets		
Total Assets		

Financial Information Liabilities (Business)		
	Description	**Amount**
Credit Cards		
Installment Loans		
Vehicle Loans		
Mortgage		
Other Liabilities		
Total Liabilities		

Financial Information Assets (Personal)		
	Description	**Amount**
Cash		
Pension, IRA, 401K		
Vehicles		
Real Estate		
Other Assets		
Total Assets		

Financial Information Liabilities (Personal)		
	Description	**Amount**
Credit Cards		
Installment Loans		
Vehicle Loans		
Mortgage		
Other Liabilities		
Total Liabilities		

Loan Request

Amount of Loan Requested	
Requested Term of Loan	
Specific Loan Purpose (Check all that apply)	**Dollar Amount Needed for Each Loan Purpose**
☐Working Capital	
☐Finance Purchase of Inventory	
☐Finance Purchase of Equipment	
☐Finance Purchase of Real Estate	
☐Finance Purchase of Business	
☐Other Loan Purpose-Please Describe*	
*	

Collateral Available

☐**All Assets** (Accounts receivable, inventory, machinery and equipment)
☐**Specific Equipment** (Please attach equipment list, including serial numbers or description of equipment, and invoice for new equipment
☐**Real Estate** (Please attach property address, legal description and copy of most recent tax bill.) Is the property located in a flood plain? Y / N
☐**Personal Assets** (As described on Personal Financial Statement) (Please bring all titles at application, or to the loan closing, at the latest, if applicable.)
***Collateral: Loans are secured by collateral, which is property in which security interest is granted to secure repayment of the loan. The loan collateral may include business or personal assets. Consider (1) the value of the loan collateral must be equal to or greater than the amount of the loan, (2) expected economic life of collateral will be considered by the Revolving Loan Fund Board in evaluating the collateral offered for the loan, (3) formal collateral appraisals may be required, and (4) a pledge of personal assets may be required as additional collateral for the business loan requested.**

Guarantors

Name	Address	Social Security Number

Business Background Information

Please provide a brief history of your business, plans, and projections, and describe your products and/or services along with potential competition.

Personal Business Experience

If you have been in your present business for under five years, please describe your previous business experience. (Include business background, schooling, management experience, and training. Or include a resume.

Miscellaneous Information

Are tax liabilities current?	☐Yes ☐ No	Settled through:		
Is the business an endorser, guarantor, or co-maker for any obligation not listed in the financial statements?	☐Yes ☐ No	If yes, what is the contingent liability?		
Has the business or principal owner ever declared bankruptcy?	☐Yes ☐ No	If yes, please provide details on a sperate sheet.		
Is the business a defendant in a lawsuit?	☐Yes ☐ No	If yes, please provide details on a sperate sheet.		
Are any of the business assets encumbered by liens or attachments of any type?	☐Yes ☐ No	What		
		By whom		
		$Amount		
Does the business have a pension fund or profit-sharing plan?	☐Yes ☐ No	If so, does the plan have any unfunded pension liabilities? ☐Yes ☐No		
		If yes, $ Amount		

Demographic Information

The following information is requested by the Federal Government for certain types of loans, in order to monitor the lender's compliance with equal credit opportunity. You are not required to furnish this information, but are encouraged to do so. The law requires that a lender may neither discriminate on the basis of this information nor on whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations, this lender is required to note race/ethnicity on the basis of visual observation or surname. If you do not wish to furnish the above information, please leave blank.

☐ American Indian or Alaska Native (not Alaskan) ☐ African American ☐ Hispanic
☐ Native Hawaiian or Other Pacific Islander ☐ Caucasian ☐ Asian
☐ Other (Specify)

Certification

I declare that any statement in this application its required attachments, or information provided herein is true and complete in substance and in fact. Further, I hereby authorize any financial institutions in which the loan applicant and any guarantor thereof to provide any and all financial information of the loan applicant and/or any guarantor thereof requested by the Huntingburg Revolving Loan Fund Committee. This authorization constitutes a waiver of any and all laws and regulations concerning any privacy. Applicant and guarantor also indemnifies and holds harmless said financial institutions for the release of any such information pursuant to this section of the loan application. This Information will be secured for the purpose of determining the applicant's eligibility and financial soundness of the applicant.

Business Name (Print)			
Applicant Signature		Date	
Applicant Title			

Other Owner(s) Signature		Date	
Other Owner(s) Signature		Date	

Revolving Loan Fund Checklist

- ☐Huntingburg Revolving Loan Fund Application
- ☐Business Federal Tax Return for the past 2-3 years
- ☐ Personal Tax Return for the past 2-3 years
- ☐Detailed Business Plan
- ☐Letter of Commitment/Denial from Financial Institution
- ☐Copy of Property Deed (if used as collateral)
- ☐Proof of Insurance
- ☐Letter Awarding TIN
- ☐By-laws for Corporation or Operating Agreement for LLC

* After all HRLF documents are submitted, the Revolving Loan Fund Committee will schedule a meeting to review the application. If approved, a letter of support will be sent to the Common Council for final approval. Once approved by the Council, the Clerk-Treasurer will provide a payment schedule, and the Community Development Director will schedule a date to sign the closing documents.