



Company Information

CDC Internal Use ONLY:

Company Name _____

Address _____ City _____ State _____ Zip _____

Principal in charge _____ Phone _____ Fax _____

Secondary contact person _____ Phone _____ Fax _____

email _____

Type of business _____ Date established _____

Number of Employees: _____ Existing _____ After this Loan (at end of 2 years)

Type of entity (check one) Proprietorship Partnership
 Corporation LLC

Company Ownership

Name _____	Title _____	% of Ownership _____
Name _____	Title _____	% of Ownership _____
Name _____	Title _____	% of Ownership _____
Name _____	Title _____	% of Ownership _____
Name _____	Title _____	% of Ownership _____

If a corporation, please indicate who is President and Secretary

Affiliate Businesses IF APPLICABLE

Name _____	Owner _____	(APPLICANT COMPANY OR INDIVIDUALS)	% of Ownership _____
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Existing Business Location(s)

Address _____	Square feet _____	Lease payment _____	Lease expiration _____
	Replaced by new facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Address _____	Square feet _____	Lease payment _____	Lease expiration _____
	Replaced by new facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

References

Bank Contact _____ Name & Phone: _____

Accountant _____ Firm name _____ Phone _____

Attorney _____ Firm name _____ Phone _____

Broker _____ Firm name _____ Phone _____

Nature of Your Business

Nature of your business _____

Type of products or services (include any catalogs or brochures) _____

Geographic market area _____

List key customers _____

List major competitors _____

Project Information

Street address of project _____

City _____ State _____ Zip _____ County _____

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

***Please note – we require your company to occupy 51% of an existing building and 60% of a new building, initially.**

Escrow closing date _____ Realtor's name _____ Phone _____

If known, how will the property be vested (i.e. individually, husband and wife, partnership, LLC, corporation, trust, etc.) _____

Please provide appropriate documentation (i.e. Partnership Agreement, LLC documents, Articles of Incorporation, Trust Agreement ...)

Total Project Costs

Purchase existing building

Purchase price \$ _____
 Tenant improvements \$ _____
 Equipment * \$ _____
 Other \$ _____
 Total \$ _____

Construction project

Land Acquisition \$ _____
 Construction Bid \$ _____
 Architects, permits, other Soft Costs \$ _____
 Equipment * \$ _____
 Other \$ _____
 Total \$ _____

*Please note – equipment to be financed must have a useful life of 10 years or greater.

If there are any tenants that will remain in the building, please provide the following information: *Also, please have your realtor provide copies of all existing leases.*

Tenant name	Square footage	Lease expiration	Rent amount

Work experience

List chronologically, beginning with present employment. A resume may be attached in lieu of completing this section.

Name of company _____ % of business owned _____
Full address _____ City _____ State _____ Zip _____
From _____ To _____ Title _____ Duties _____

Name of company _____ % of business owned _____
Full address _____ City _____ State _____ Zip _____
From _____ To _____ Title _____ Duties _____

Name of company _____ % of business owned _____
Full address _____ City _____ State _____ Zip _____
From _____ To _____ Title _____ Duties _____

Education (College or Technical Training)

Name and Location	Dates Attended	Major	Degree or Certificate
1. _____	_____	_____	_____
Comments _____			
2. _____	_____	_____	_____
Comments _____			
3. _____	_____	_____	_____
Comments _____			

Credit Report Authorization

I declare that the information provided in this application is true and correct. I hereby authorize the release of any and all credit report and other information required in the processing of my loan application and as required in the servicing and/or during the term of my loan. I further authorize 504 Capital Corporation to release such information to any entity as required in the processing of my loan application.

I/We hereby certify that the enclosed information, including any attachments or exhibits provided here within or at a later date, is valid and correct to the best of my/our knowledge.

Signature _____ Date _____

**If spouse has ownership or management responsibilities of the operating company or real estate holding company, spouse's signature is required.*

PLEASE LIST ALL EXISTING BUSINESS DEBTS

Co. Name

DEBT SCHEDULE

Date: _____

CREDITOR NAME/ADDRESS	ORIGINAL AMOUNT	ORIG. DATE	PRESENT BALANCE	INT. RATE	MATURITY DATE	MONTHLY PAYMENT	SECURITY	CURRENT OR DELINQUENT
TOTAL PRESENT BALANCE **				TOTAL MONTHLY PAYMENT				

*Should be the same date as current financial statement

**Total must agree with balance shown on current financial statement.

SIGNATURE: _____ **TITLE:** _____

DATE: _____



504 Capital Corp. SBA 504 Loan Application Checklist

1. Business Information

<input type="checkbox"/> Federal Tax Returns for last 3 years (full copies, signed and dated)
<input type="checkbox"/> Projected Profit & Loss for 2 years (required for start-ups and expansions)
<input type="checkbox"/> Year-to-Date Financial Statements (current to within 90 days signed and dated)
<input type="checkbox"/> Accounts Receivable/Accounts Payable Agings Reports (if applicable) Current within 90 days. Must have same date as Year-to-Date information
<input type="checkbox"/> Month by Month cash flow projections with assumptions (for start-ups only)
<input type="checkbox"/> Schedule of Business Debt
<input type="checkbox"/> Affiliate Information (3 years of Tax Returns)
<input type="checkbox"/> Business Plan (start-ups only)
<input type="checkbox"/> Franchise Information (Application, Disclosure - if applicable)
<input type="checkbox"/> 504 Capital Corp./SBA Application. Must be signed and dated.

2. Personal Information

<input type="checkbox"/> Personal Tax Returns for last 3 years (must be signed)
<input type="checkbox"/> Personal Financial Statement (SBA Form 413)
<input type="checkbox"/> Personal History Statement (SBA Form 912)

3. Real Estate Information

<input type="checkbox"/> Offer to Purchase or Settlement Statement (signed by all parties)
<input type="checkbox"/> Construction cost budget and/or equipment invoices
<input type="checkbox"/> Existing Environmental studies

4. Legal Entity Documents (as applicable)

<input type="checkbox"/> Corporation - Articles of Incorporation and Bylaws
<input type="checkbox"/> Partnerships - Partnership Agreement and State Registration, if any
<input type="checkbox"/> Limited Liability Company - Articles of Organization and Operating Agreement
<input type="checkbox"/> Trust - Trust Agreement with all exhibits