

CDBG LOAN APPLICATION

**GENERAL INFORMATION**

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

Current Address: \_\_\_\_\_

Proposed Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date Business Established: \_\_\_\_\_

Bank of Business Account: \_\_\_\_\_

Loan to be in Name of: \_\_\_\_\_

NUMBER OF EMPLOYEES

Current Full Time \_\_\_\_\_ Halftime \_\_\_\_\_

One Year After Loan is Made: Full Time \_\_\_\_\_ Halftime \_\_\_\_\_

**Note: All TIG employees must show proof of total household income to qualify.**

How long have you been in business in the area? \_\_\_\_\_

If less than two years, where was business previously located? \_\_\_\_\_

**MANAGEMENT** (Owner, partners, and stockholders with 20% or more ownership)

Name & Address \_\_\_\_\_ %Owned \_\_\_\_

Name & Address \_\_\_\_\_ % Owned \_\_\_\_

Name & Address \_\_\_\_\_ % Owned \_\_\_\_

**TOTAL PROJECT COST**

Real Estate Acquisition	\$ _____
Building Rehabilitation	\$ _____
Machinery & Equipment	\$ _____
Working Capital	\$ _____
Inventory	\$ _____
 Total Project Cost	 \$ _____

**PROJECT INFORMATION**

Have you signed any construction contracts? \_\_\_\_\_ If so, when? \_\_\_\_\_  
Have you financed any equipment? \_\_\_\_\_ If so, when? \_\_\_\_\_  
Have you ordered any inventory? \_\_\_\_\_ If so, when? \_\_\_\_\_

**PROPOSED FINANCING**

Applicant Contribution to Project: \$ \_\_\_\_\_ % of Total \_\_\_\_\_  
Bank Loan to Project: \$ \_\_\_\_\_ % of Total \_\_\_\_\_  
City Loan to Project: \$ \_\_\_\_\_ % of Total \_\_\_\_\_

TOTAL PROJECT COST (must match above total): \$ \_\_\_\_\_

**EXHIBITS**

1. Brief history and description of business and business plan.
2. Detailed description of project and use of loan funds.
3. Personal financial statement for each owner.
4. Business financial statement for last three years and current statement (balance sheet, profit and loss, cash flow).
5. Two years of monthly income projections. (Include in projections as expense item amount you can afford to pay city monthly.) For start-up provide three years projections.
6. Any construction estimates, purchase agreements or other applicable documentation.
7. Personal tax returns for the last three years.
8. Business tax returns for the last three years if applicable.
9. Provide recent credit report.
10. Resumes for key personnel.
11. If start-up, provide two years of projected balance sheets.

In addition, client is asked to provide any supporting non-financial information necessary to substantiate the application.

**APPLICANT'S CERTIFICATION**

I/We certify that all information in this application and all information furnished in support of this application are true and complete to the best of my/our knowledge and belief. The undersigned authorizes the lending agency to verify all information furnished in connection with the application for a loan under the Community Development Block Grant program and to make all inquiries necessary to ensure that this loan application meets CDBG requirements. These inquiries may include, but is not limited to the following: employment, pensions, mortgages, deposits, income, personal or business loans, hazard insurance, credit report, and other necessary information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date