

**San Luis Valley Development Resources Group**  
**Micro Enterprise Loan Application (MEP)**

Business Name:				
Address:			Telephone:	Fax:
City:	State/Zip:	County:	E-mail:	How long have you been in business?

**Legal Entity:**

- Sole Proprietorship                       C Corporation                       S Corporation  
 General Partnership                       Limited Liability Company

**Applicant Information:**

Name:				
Present Address (Street/P O Box, City, State, Zip):				How long at present address:
If at present address less than 2 years, Previous Address:				How long at previous address:
Birth Date:	Social Security No.:	Home Phone:	% of Ownership in Business:	Are you low or moderate income? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name and Address of Nearest Relative Not Living With You:			Relationship:	Telephone No.:

**Co-Applicant Information:**

Name:				
Present Address (Street/P O Box, City, State, Zip):				How long at present address:
If at present address less than 2 years, Previous Address:				How long at previous address:
Birth Date:	Social Security No.:	Home Phone:	% of Ownership in Business:	Are you low or moderate income? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name and Address of Nearest Relative Not Living With You:			Relationship:	Telephone No.:

**Nature and History of Business (or see Business Plan):** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Type of Business:**

- Retail     Service     Manufacturing

**Describe your products or services (or see Business Plan):** \_\_\_\_\_

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Number of existing employees (including owner(s)):	
Full-Time:	Part-Time:
Will completion of this project create or retain jobs? (must be documentable) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Jobs Created:	Jobs Retained:
Full-Time:	Full-Time:
Part-Time:	Part-Time:

**Description of project including costs, time tables, benefits to the community (or see Business Plan):** \_\_\_\_\_

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**SOURCES OF FINANCING:**

Uses of funds	Total Project	MEP Loan	Applicant Contribution
Real Estate Acquisition			
Construction/Repair		N/A	
Machinery and Equipment			
Furniture/Fixtures			
Computers			
Vehicles			
Inventory			
Working Capital			
Other			
<b>Total</b>			
% of Total and Leveraging			

**Verification of project costs** — all project costs must be verified by the following:

1. Written quotes or documented, verbal quotes for items and or services to be purchased.
2. Contracts to purchase with contingency clause for financing.
3. Cash flow projections or comparisons to industry standards for working capital.
4. Purchase price of an existing business must be documented.

**Please answer the following questions:**

1. Will any of the funds be used for acquisition of real property?     Yes     No
2. Will there be any displacement of any residences, individuals, businesses and/or jobs as a result of completion of this project?     Yes     No
3. Will any of the funds be used for construction or remodeling?     Yes     No
4. Will any occupied or vacant, occupiable low/moderate income dwelling units be or could be demolished or converted from low/moderate income dwellings as a result of this project?     Yes     No

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I, the undersigned, hereby authorize San Luis Valley Development Resources Group to check my credit and/or employment history and any references I or these sources may supply. I understand that my credit report will be supplied by the Credit Bureau, Alamosa, CO.

I further authorize San Luis Valley Development Resources Group to answer questions about their credit experience with me.

I/We, the undersigned, understand that if a loan is granted I/we will be required to obtain life insurance in the amount of the loan and assign the policy to SLV DRG. It is also understood a 2.0% loan origination fee will be paid at the time of closing, which includes filing fees, title insurance, appraisal, etc.

All of the information I have given, whether written or oral, is true and complete to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**Please attach the following items to this application:**

1. \$50.00 application fee, \$10.00 each for credit report on each owner
2. Business documents/Business Plan
3. Personal financial statement of the owners
4. 3 years personal tax returns

**Business documents which may be requested include, but are not limited to, the following:**

- One year projected cash flow, income, and balance sheet statements
- Existing business year-to-date financial statements
- Tax returns for existing business (owned or being purchased)
- Resume of all owners and other appropriate personnel
- Articles of Incorporation, Articles of Agreement, Partnership Agreements, or LLC