San Luis Valley Development Resources Group
Business Loan Fund Application

Business Information

Business Name (Proposed)			
Physical Address:		Mailing Address:	
Phone Number		Fax Number	
Cell Number		EIN Number	
Date Business Started		Business Structure*	

* (C or S Corp, LLC, Sole Prop, Partner)

Business Owner(s):

Name		Name:	
% of Ownership		% of Ownership	
Address:		Address:	
Mailing Address:		Mailing Address:	
Phone Number:		Phone Number:	
SSN:		SSN:	
Date of Birth		Date of Birth	

1. **The Basic Intent of the loan request is:**

☐ business expansion ☐ purchase of an existing business
☐ to start a new business ☐ retention of an existing business

2. **Have you contacted any lending institutions concerning this project?** (☐ Yes (☐ No

If yes, please provide details on institutions and persons contacted, programs applied for, amounts, terms, rates, approximate dates and lender response.

3. **Sources and Uses of Funds and Collateral Values:**

Loan Request	
Amount Requested from Lender	
Personal Equity	
Other Lenders	
Total	$

Use of Funds (Purchase Price)	
Purchase Real Estate	
Machinery and Equipment	
Furniture and Fixtures	
Inventory	
Loan Fees	
Working Capital	
Other	
Total	$

Common Discount Formulas used with collateral:			
	Market Value	**Discount**	**Collateral Value**
Accounts Receivable	$	50%	$
Inventory	$	50%	$
Equipment/Machinery	$	65%	$
Furniture/Fixtures	$	50%	$
Real Estate (Commercial)	$	70%	$
Real Estate (Residental)	$	80%	$
Total	$		$

4. **Job Information:** Number of jobs to be created or retained.

Title	Hrs/Wk	Mo/Yr	Total No Positions	FTE	Low/Mod FTE	Estimated Wage Rate
Total FTE:			Total Low/Mod FTE:			

RLF Loan amount divided by Total FTE = Estimated FTE Cost per Job should be $20,000 or more.
Estimated Job Cost

Will there be any special skills needed and/or training required?

5. Please attach your completed business plan. The loan request will not be processed without a complete business plan. We have attached an outline of a Business Plan for you to use.

6. 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.

7. Please answer the following questions:

Will any of the funds be used for acquisition of real property? ☐ Yes ☐ No

Will there be any displacement of any residences, individuals, businesses and/or jobs as a result of completion of this project? ☐ Yes ☐ No

Will any of the funds be used for construction or remodeling? ☐ Yes ☐ No

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

* * * * *

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 loan origination fee of between 1.5 and 2%, and all other costs, will be paid at the time of closing.

The information contained herein is true and accurate to the best of my knowledge.

I/We authorize San Luis Valley Development Resources Group to order a consumer credit report and verify other credit information, including past and present employment, earnings, bank accounts, and any other asset or liability balances.

It is understood that a photocopy of this form will also serve as authorization.

_____ _____

Signature Date

_____ _____

Signature Date

Supporting Documents

( ) Current <u>personal</u> financial statement — signed
( ) Personal tax returns – 3 years
( ) Application fee — $100.00
( ) Appraisal of real estate and/or equipment
( ) Attach the franchise agreement
( ) Equipment/Furniture & Fixtures Purchase Listing
( ) Buy-Sell Agreement or contract for real estate OR purchase of business
( ) Lease or rental agreements (with term equal to proposed loan term)
( ) Resumes for all owners
( ) Verification of legal structure

Business Plan Assistance

Small Business Development Center – 719-587-5151
SCORE: score.org – business toolbox – templates
SBA: sba.gov – business plans

Existing Business Purchase

1. **Business trade name:** _____

2. **Contact:** _____ **Telephone No.:** _____

3. **Business address:** _____

   _____

4. **Number of years business has operated:** _____ **Total Employees:** _____

5. **Type of business:** (Provide a brief history of the business as well as information concerning services and/or merchandise currently offered, major customers and accounts, and market area):

6. **Describe reason why the present owner is selling the business:**

7. **Will any of the present business structure, management, and employees be retained:**

   [ ] No [ ] Yes — please describe:

8. **Describe any problems, contingencies, negotiations, or steps required in purchasing the business or any adverse situations affecting the business of which you are aware:**

10. **Attach copy of the proposed Buy-Sell Agreement.**

The information contained herein is true and accurate to the best of my knowledge.

_____ _____

Signature Date

_____ _____

Signature Date