

PRE-LOAN APPLICATION FORM

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STEP 1

GENERAL INFORMATION

Company Name:	
Address:	
Phone Number:	Fax Number:
Email Address:	
Contact Person:	
Date Established:	FEIN#
Product/Service:	
Bank:	Bank Contact Person:
Attorney:	

STEP 2

EMPLOYMENT PAYROLL BREAKDOWNS

	Total Employment	Annual Payroll Wage	Average Annual
Existing Employment			
Projected Employment End Year 1			
Projected Employment End Year 3			
Is Company Unionized?	Yes	No	
If yes, please provide name of union:			

STEP 3

OWNERSHIP BREAKDOWN (Please attach additional sheets if necessary)

Name:		Name:	
Title:		Title:	
Ownership	%	Ownership	%
Years With Company:		Years With Company:	

Step 4

Existing Facility Information

Facility Size (Square Feet)		Site Size (Acreage)	
Location Of Existing Facility			
Lease		Own	
Yes	No	Yes	No
If lease, name of landlord:			

Step 5

Project Information

Purpose of Project (please mark applicable items)			
Business Acquisition		Purchase Equip/Machinery	
Construct Building		Purchase Land/Building	
Expand/Renovate Bldg.		Working Capital	
Other (please state)			

Step 6

Breakdown of Project Site

Facility Size (Square Feet)		Site Size (Acreage)	
Location Of Existing Facility			
Lease		Own	
Yes	No	Yes	No
If lease, name of landlord:			

Step 7

Breakdown of Project Cost

Land/Building Purchase	\$	Other (please state)	
Renovations	\$		\$
Machinery/Equipment	\$		\$
Working Capital	\$		\$
Total Estimated Project Cost	\$		

Step 8

Proposed Financing Sources minimum (Minimum 5% Cash required)

Bank	\$	Other (please state)	
REDEC/RRC	\$		\$
Equity	\$		\$
Total Financed + Equity	\$		

Step 9

Are you willing to provide the following information?

* Three (3) years past financial statements (existing businesses)	Yes	No
* Projected financial statements: <ul style="list-style-type: none"> • one year for existing businesses • three years for new businesses 	Yes	No
* Current personal financial statement(s) for all principals with 20% or more ownership	Yes	No
* Documented need for REDEC/RRC financing?	Yes	No
* Written Business Plan	Yes	No

Step 10

Additional Information / Comments

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