

# PINE RIVER REVOLVING LOAN FUND APPLICATION

Please complete and return to City Clerk's office.

1. AMOUNT OF LOAN REQUEST: \$ \_\_\_\_\_

2. Name of Business: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Type of Business: (check one)

- retail/service                       lodging/food service/hospitality  
 industry/manufacturing             other (specify)

Type of Ownership: (check one)

- Sole Proprietorship             Corporation  
 Partnership                       other (specify)

3. Name of Applicant (Contact Person): \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Telephone Number: ( ) \_\_\_\_\_ (daytime); ( ) \_\_\_\_\_ (evening)

4. Purpose of Loan: (check one)

- new business                       business expansion  
 business improvement             business relocation

5. Use of Loan/Source of Additional Support Funding:

<u>APPLICATION:</u>	<u>LOAN FUND:</u>	<u>BANK:</u>	<u>EQUITY:</u>	<u>OTHER:</u>	<u>TOTAL:</u>
Property Acquisition	_____	_____	_____	_____	_____
Building Renovation	_____	_____	_____	_____	_____
New Construction	_____	_____	_____	_____	_____
Machinery & Capital	_____	_____	_____	_____	_____
Working Capital	_____	_____	_____	_____	_____
Inventory	_____	_____	_____	_____	_____
Other (specify)	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____	_____

6. **Business Owners, Partners, Officers, Etc.:** (List the names, addresses, social security numbers, positions/titles, etc. and, where applicable, % of ownership; check the box most appropriate to your business)

\_\_\_\_\_ a) all officers and directors in the case of a CORPORATION

\_\_\_\_\_ b) all partners in the case of a PARTNERSHIP, or

\_\_\_\_\_ c) the owner in the case of a SOLE PROPRIETORSHIP

- 1. \_\_\_\_\_  
\_\_\_\_\_
- 2. \_\_\_\_\_  
\_\_\_\_\_
- 3. \_\_\_\_\_  
\_\_\_\_\_
- 4. \_\_\_\_\_  
\_\_\_\_\_
- 5. \_\_\_\_\_  
\_\_\_\_\_
- 6. \_\_\_\_\_  
\_\_\_\_\_

7. **Existing Professional Resources:** (List all existing professional resources available to your business; names, addresses and phone numbers):

Bank: \_\_\_\_\_  
\_\_\_\_\_

Attorney: \_\_\_\_\_  
\_\_\_\_\_

Accountant \_\_\_\_\_  
\_\_\_\_\_

Insur Agt \_\_\_\_\_  
\_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_



ALL REQUESTED INFORMATION MUST BE SUBMITTED BEFORE APPLICATION WILL BE CONSIDERED.

Page 4

9. **OTHER INFORMATION TO BE ATTACHED:** (Furnish the following additional information and exhibits; label exhibits according to directions below.)
- A. Mark and attach as Exhibit A (A.1., A.2., etc.) PERSONAL FINANCIAL STATEMENTS for each appropriate party to the loan (i.e., each person listed in Question 6.)
- B. **EXISTING BUSINESS**  
Mark and attach as Exhibit B. A FINANCIAL STATEMENT for your BUSINESS, including within the statement;
- a) a balance sheet for the last three (3) years,
  - b) a profit and loss statement for the last three (3) years,
  - c) earnings projections for at least one (1) year,
  - d) a balance sheet less than ninety (90) days old, and
  - e) a profit and loss statement less than ninety (90) days old.
  - f) a listing of assets to be pledged as collateral
  - g) additional information may be required depending on request
  - h) 3 years tax returns
- C. **NEW BUSINESS**  
Mark and attach as Exhibit C.
- a) Personal financial statement
  - b) Personal tax returns for last 3 years
  - c) Business plan with 2 years balance sheet and profit and loss sheet
  - d) Listing of assets to be pledged as collateral
  - e) Additional information may be required depending on request
- D. **SOLE PROPRIETORSHIP**  
Mark and attach as Exhibit D
- a) Completed personal financial statement
  - b) Tax returns for the last 3 years
  - c) Earning projections for at least one year
  - d) A profit and loss statement less than ninety (90) days old
  - e) A listing of assets to be pledged as collateral
  - f) Additional information may be required depending on request.
- E. Mark and attach as Exhibit C, the three (3) most recent years of STATE and FEDERAL BUSINESS TAX RETURNS.
- F. Have you, or your business or (if applicable) any officers, owners, partners, or major shareholders of your company ever been the subject of bankruptcy or insolvency proceedings?
- No
  - Yes (If so, provide details; mark and attach as Exhibit D.)
- G. Are you or your business involved in any pending lawsuits?
- No
  - Yes (If so, provide details; mark and attach as Exhibit E.)

H. Does your business, its owners, partners, or majority stockholders of your company own or have a controlling interest in other businesses?

No

Yes (If so, provide names and details about their relationship with your business; mark and attach as Exhibit F.)

I. Are you delinquent on any Federal, State or Real Estate taxes?

No (provide proof of taxes paid)

Yes

J. After loan is approved the following needs to be provided

**CORPORATION:** Copies of Articles of Incorporation with any amendments , Bylaws together with any amendments, Shareholder Control Agreement, if any; Certificate of Good Standing ; Corporate Authorization Resolution or Resolution of Board of Directors approving the loan.

**LIMITED LIABILITY COMPANY (LLC):** Articles of Organization together with any amendments; Operating Agreement (By-laws) together with any amendments; Member Control Agreement, if any; Certificate of Good Standing; LLC Authorization Resolution or Resolution of the Board of Governors approving the loan.

**PARTNERSHIPS:** General Partnership Agreement, if any, together with amendments; Certificate of Authority signed by all partners approving the transaction and authorizing one or more named persons to sign documents on behalf of the partnership.

**SOLE PROPRIETORSHIP:** Certificate of Assumed name filed with the Secretary of State if operating under an assumed name.

Additional information may be required depending on request.

10. CERTIFICATION

All information in this application and the attached Exhibits is being submitted to decide whether to approve a loan application to the Pine River Revolving Loan Fund. All information in this application and the attached Exhibits is true and complete to the best of my knowledge, and does not contain any misrepresentation. I will notify the participating lending institution immediately if any of the information contained within becomes inaccurate, incorrect or obsolete due to changing circumstances or found errors.

You are authorized to check my credit and the credit of my business to verify the information provided within this application. You are authorized to answer questions with outs about your credit experiences with me and my business. You are authorized to share any credit information of any type which you have or may receive on me and my business with another creditor, if the other creditor is also involved in the financial transaction, such as a creditor who purchases or participates in any loan to me and my business.

\_\_\_\_\_  
(signature of applicant)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature of preparer, if other than applicant)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(print or type name of preparer)

IF SOLE PROPRIETORSHIP:

\_\_\_\_\_  
(Signature of sole proprietor)

\_\_\_\_\_  
(date)

IF PARTNERSHIP: (all partners must sign: add signature lines as needed)

\_\_\_\_\_  
(signature of partner)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature of partner)

\_\_\_\_\_  
(date)

IF CORPORATION:

\_\_\_\_\_  
Corporate Name and Seal

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
(Signature of Corporate President)

Attested By: \_\_\_\_\_  
(Signature of Corporate Secretary)