

RENSSELAER COUNTY JOB DEVELOPMENT PROGRAM

LOAN APPLICATION FORM

PART 1. APPLICANT INFORMATION

Name of Company _____ [] Corporation Year ____ State ____

Address _____ [] Partnership Year ____

_____ [] Sole Proprietorship Year ____

Contact Person _____

Telephone () _____ Fax () _____

Federal ID# _____ Nature of Business _____

List the Standard Industrial Classification (SIC) numbers (4 digits) for each activity in which the company is engaged: _____

Company Attorney _____

Firm Name _____

Address _____

Telephone _____

Company Accountant _____

Firm Name _____

Address _____

Telephone _____

Company Officers

Name

Position

Company Principals (Shareholders/Partners)

Name

% interest

(attach additional listing if necessary)

If the borrower of all or any portion of the requested funds will be an individual, partnership, or holding company for the purpose of leasing assets to the company named above, complete the following:

Name _____ [] Corporation (attach listing of all shareholders)

Address _____ [] Partnership (attach listing of all partners)

_____ [] Individual

Explanation _____

Is the company current in all of its tax obligations? Yes____ No____

Explain: _____

Is the company delinquent in the payment of any loans? Yes____ No____

Explain: _____

Has the company been declared in default on any of its loans? Yes____ No____

Explain: _____

Has the company ever filed for bankruptcy? Yes____ No____

Explain: _____

Have any of the company's principals ever personally filed for bankruptcy or in any way sought protection from creditors? Yes____ No____

Explain: _____

Are there currently any unsatisfied judgments against the company? Yes____ No____

Explain: _____

Are there currently any unsatisfied judgments against any of the company's principals? Yes____ No____

Explain: _____

PART 2. PROJECT INFORMATION

Summary Project Description: _____

Project Costs

Property Acquisition _____

Renovations _____

Machinery/Equipment _____

Professional Fees _____

Working Capital _____

TOTAL \$ _____

Sources of Funds

Bank _____

Renss. Co JDP _____

Equity/Cash _____

TOTAL \$ _____

PART 3. REQUIRED EXHIBITS

Exhibit A – Company Background

- A brief narrative describing the company’s history.
- A description of the company’s current operations including products, markets, etc.
- Trade references, primary customer listing, and banking relationships.
- A description of the company’s current operating facilities – both owned and leased.
- A summary of the company’s current full and part-time employment.
- A description of the company’s need to undertake the proposed project.

Exhibit B – Project Information

- Physical description of the proposed project, including any business or residential relocation which may result from the undertaking of the project.
- Projected new employment for each of the three years following project completion.
- Projected changes in property tax revenues resulting from the project.
- Source of all project costs shown in Part 2 of this application (vendor quotes, negotiated sales prices, engineer’s or contractor’s estimates, catalog prices, etc.).
- Amount of loan assistance requested with this application, proposed repayment terms, and available security.

Exhibit C – Financial Information

Note: Financial statements must be in a form acceptable to the lender. The applicant may wish to verify the acceptability of its statements prior to preparation.

- Financial statements of the company for the last three completed fiscal years.
- Projected balance sheet and income statement for three years following completion of the project, and projected monthly cash flows for at least the first year following completion of the project.
- Interim financial statements of the company through the most recent month available, but in no case more than three months prior to the loan application date.
- Personal financial statements (either on a standard bank form or in a comparable format) for each principal owning at least 20% of the company.
- Financial statements for each company and/or individual who will act as a guarantor of the requested financing.

Exhibit D – Additional Information (as applicable)

- Documentation of project costs including vendor quotes, buy/sell agreements, binding options to purchase, engineer's or contractor's estimates, appraisal for realty to be acquired, etc.
- Documentation of other required financing including bank and other public lending agency commitment letters, bond inducements, and evidence of availability and commitment of cash equity requirements.
- For projects involving realty acquisition and/or development, evidence of site control or current ownership in the form of a binding option, sale agreement, deed, etc.
- Any other information which may serve to document the information provided with this application or which may affect a credit decision by the lender.

PART 4. DECLARATIONS

I (we) authorize the Rensselaer County Job Development Program to order credit reports and/or other financial background information on my (our) personal and business financial background. I (we) authorize disclosure of all information submitted in connection with this application to any financial institution in consideration of any assistance that may be provided. I (we) waive all claims against the Rensselaer County Job Development Program and its consultants.

I (we) attest that to the best of my knowledge, information, and belief, the information contained in the foregoing application is correct and true. I (we) am (are) aware that the filing of a false instrument in connection with this application may constitute an attempt to defraud the Rensselaer County Job Development Program and may be a felony under the laws of the State of New York.

If Applicant is a sole proprietorship or partnership, sign below:

Signature Date

Printed Name and Title

Signature Date

Printed Name and Title

If Applicant is a corporation, sign below:

Name of Corporation

Authorized Signature Date

Printed Name and Title

STATE OF NEW YORK)
)ss.:
COUNTY OF RENSSELAER)

On this _____ day of _____, 2016, before me personally
came _____, to me known, who, being deponent is the
_____ of _____, the
company which executed the foregoing instrument; that deponent had the authority to execute same by order
of the Board of Directors or other authority of said company; and that deponent signed deponent's name
thereto by like order.

Notary Public

STATE OF NEW YORK)
)ss.:
COUNTY OF RENSSELAER)

On this _____ day of _____, 2016, before me personally
came _____, to me known, who, being deponent is the
_____ of _____, the
company which executed the foregoing instrument; that deponent had the authority to execute same by order
of the Board of Directors or other authority of said company; and that deponent signed deponent's name
thereto by like order.

Notary Public