

Greene County Economic Development Corporation

QUANTUM FUND LOAN APPLICATION FORM

PART 1. APPLICANT INFORMATION

Name of Applicant: _____ Corporation Year _____ State _____

Business Address: _____ Partnership Year _____ State _____

_____ L.L.C. Year _____ State _____

Contact Person: _____ L.L.P. Year _____ State _____

Federal ID#: _____ Sole Proprietorship Year _____

DUNS #: _____

Telephone: _____ Cell: _____ E-Mail: _____

Nature of Business: _____

Company Attorney: _____	Accountant: _____
Firm Name: _____	Firm Name: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____

Ownership (Shareholders / Partners)	% interest	Company Officers	Position

(attach additional listing as necessary)

- Is the company delinquent in the payment of any state or municipal property taxes? Yes No
- Is the company delinquent in the payment of any income tax obligation? Yes No
- Is the company delinquent in the payment of any loans? Yes No
- Is the company currently in default on any of its loans? Yes No
- Are there currently any unsatisfied judgments against the company? Yes No
- Are there currently any unsatisfied judgments against any of the company's principals? Yes No
- Has the company ever filed for bankruptcy? Yes No
- Are any of the company's principals delinquent in any tax or loan obligations? Yes No
- Have any of the company's principals ever personally filed for bankruptcy or in any way sought protection from creditors? Yes No

If the answer to any of the questions above is "Yes," please provide additional comments in the space below and on additional pages if necessary.

PART 2. PROJECT INFORMATION

Summary Project Description: _____

Project Costs

Property Acquisition	\$ _____
New Construction	\$ _____
Renovation	\$ _____
Machinery / Equipment	\$ _____
Furnishings / Fixtures	\$ _____
Fees / Soft Costs	\$ _____
Inventory	\$ _____
Working Capital	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

Sources of Funds

Bank	\$ _____
GCEDC	\$ _____
Equity / Cash	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

Current Employment. Complete the following table for all employment of the business as of the date of this application. Do not include temporary employees, subcontracted labor, or positions filled by contracted labor through an agency.

Job Category	# of Full-Time Positions	# of Part-Time Positions	Average Part-Time Hours Per Week
Management			
Production (including supervisory, shipping, etc.)			
Services (including retail)			
Sales (including retail)			
Administrative, Clerical & Maintenance			
Other (specify _____)			
Totals			

(attach additional listing as necessary)

Projected Employment. Complete the table below for all new employment positions expected to be created within three (3) years of the date of this application, assuming that GCEDC loan financing is made available for the project described in this application. Do not consider projected turnover of employees. Attach evidence supporting the estimate of the total number of jobs and how the job number was determined. *Note: Borrowers are required to use the services of Columbia Greene Community College in recruiting new employees.*

Specific Job Title	# Full-Time	# Part-Time	Average Part-Time Hours Per Week	Salary / Wage (average or range)	Requisite Skills, Education or Experience (indicate if training is provided by the company)
Totals					

(attach additional listing as necessary)

PART 3. REQUIRED EXHIBITS

Exhibit A - Company Background

- A brief narrative describing the company's history, current operations, products, markets, management, etc.;
- A description of the company's current operating facilities - both owned and leased.
- A listing of the names, addresses, social security numbers, driver's license ID numbers, and percentage of ownership for all principals having a 20% or more ownership interest in the company.

Exhibit B - Project Information

- Description of the proposed project and the company's need to undertake it;
- 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.);
- Details regarding other project financing including status of other loan applications, terms, conditions, and security for all financing, sources of equity capital, and current lien status for all company assets;
- Amount of loan assistance requested with this application, proposed repayment terms, and available security.
- Description, evidence of ownership, and mortgage balances for any real property to serve as collateral.
- Schedule of collateral on SBA Form 4, Schedule A, or equivalent.
- Credit check authorization.
- DUNS number reporting form.

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;
- 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;
- Federal income tax returns of the company for the last three 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;
- Signed personal financial statements (either on SBA Form 413, a standard bank form, or in a comparable format) for each principal owning at least 20% of the company;
- For each owner of a Sole Proprietorship, Partnership, L.L.C., L.L.P., or principals with 20% or more ownership in a corporation or partnership, the personal Federal income tax returns for the last three years;
- Financial statements for any other company or individual who will act as a guarantor of the requested financing.

Exhibit D - Additional Information (as applicable)

- 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 that may serve to document the information provided with this application or which may affect a credit decision by the lender.

PART 4. Supplemental Information

The following information is requested by the Federal Government in order to monitor compliance with Federal laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of the individual applicants on the basis of visual observation or surname.

Ethnicity: Hispanic or Latino
 Not Hispanic or Latino

Race: (Mark one or more)
 White
 Black or African American
 American Indian/Alaska Native
 Asian
 Native Hawaiian or Other Pacific Islander

Gender: Male
 Female

This is an equal opportunity program. Federal law prohibits discrimination on the basis of race, color, national origin, sex, age, disability, political beliefs, sexual orientation or marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternate means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD). To file a complaint of discrimination write: USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW Washington, DC 20250-9410 or call 202-720-5964 (voice and TDD).

ACKNOWLEDGMENT OF SIGNATORY(IES)

State of New York)
)ss
County of _____)

On the _____ day of _____ in the year 20____ before me, the undersigned, a Notary Public in and for said state, personally appeared _____ to me known or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Signature of Notary Public

Loan Applicant:
Office or Capacity of signatory(ies):
Notary Stamp:

ACKNOWLEDGMENT OF SIGNATORY(IES)

State of New York)
)ss
County of _____)

On the _____ day of _____ in the year 20____ before me, the undersigned, a Notary Public in and for said state, personally appeared _____ to me known or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Signature of Notary Public

Loan Applicant:
Office or Capacity of signatory(ies):
Notary Stamp: