

# GAIN Agriculture Related Revolving Loan Program

## Loan Application

Please provide the following information. If you need more space, attach additional sheets to this application.

### **Section I – Applicant Information:**

Business Owner(s):

Name	- - - - - Social Security Number	_/_/_ Date of Birth
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Address	City/Town	County	State	- Zip Code
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Name	- - - - - Social Security Number	_/_/_ Date of Birth
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Address	City/Town	County	State	- Zip Code
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Business Name: \_\_\_\_\_

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

Home Phone:(    ) \_\_\_\_\_ Business Phone:(    ) \_\_\_\_\_

What is your business idea? (product or service): \_\_\_\_\_

\_\_\_\_\_

Date Business Established: \_\_\_\_\_ Federal Tax I.D. # \_\_\_\_\_

Type of Business/ Organization:     Proprietorship                    Partnership  
    S Corporation                    Other \_\_\_\_\_  
    C Corporation                    Not Yet Established

**Employment Data:**

	<b>Full-time</b>	<b>Part-time</b>	<b>Seasonal</b>	<b>Total</b>
<b>Current Employment</b>				
<b>Previous Employment (last year)</b>				
<b>Previous Employment (2 years ago)</b>				
<b>Previous Employment (3 years ago)</b>				
<b>Projected Employment</b>				
<b>Year One</b>				
<b>Year Two</b>				
<b>Year Three</b>				

What do you expect to pay per hour? Full-time \$\_\_\_\_\_ Part-time \$\_\_\_\_\_

**Additional Information:**

Are you or is your business an endorser or guarantor for any debts not listed on this application or on your financial statements?  Yes  No

Are you or is your business party to any claim or lawsuit?  Yes  No

Have you or your business ever declared bankruptcy?  Yes  No

Does your business owe taxes for other than the current year?  Yes  No

Any personal or business judgements?  Yes  No

Have you ever been convicted of a felony?  Yes  No

Are you on parole or probation?  Yes  No

If "Yes" to any question, please explain: \_\_\_\_\_

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**ADVISORS:**

**Name**

**Telephone**

Banker: \_\_\_\_\_

Accountant: \_\_\_\_\_

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

**Section II – Business Plan:**

All individuals applying for loans are required to prepare a business plan which adequately describes the operation of their existing or proposed business.

Have you completed a business plan?  Yes  No If “yes”, please attach a copy of your business plan.) When and by whom was your business plan prepared? \_\_\_\_\_

If you have not completed a business plan would you like information or assistance to help you prepare a business plan?  Yes  No

**Section III – Financing Information:**

Amount of Loan Request: \$ \_\_\_\_\_ Proposed repayment term \_\_\_\_\_ Months

Purpose of Loan: \_\_\_\_\_

Have you already contacted a bank for financing? [  ] Yes [  ] No

If “Yes”, which bank? \_\_\_\_\_ Contact \_\_\_\_\_

Were you approved ? [  ] Yes [  ] No If “No” why? \_\_\_\_\_

Use of Loan Proceeds:

USE	DESCRIPTION	AMOUNT
Equipment		\$
Fixtures		\$
Other (specify)		\$
	TOTAL	\$

Other sources of Income: \_\_\_\_\_

Amount and source of personal (non-loan) Capital/Equity: \_\_\_\_\_

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**Section IV – Questions:**

If you have any specific questions which you would like answered about our loan program before we begin evaluating your application, please note them below:

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**Section V –Checklist for Required Information:**

1.	Application
2.	Business Plan
3.	Monthly cash flow projection for one year.
4.	Personal Financial Statement(s) for Business Owner(s).
5.	Personal tax returns for the last ___ Years.
6.	Resume(s) for Owner(s) and Management.
7.	List of Customers and Suppliers.
8.	Copies of Permits and licenses necessary to your business.
9.	Company Product/ Service Brochure/Samples/Other information.
10.	Short form EAF (Environmental Assessment Form)
11.	Conflict of Interest affidavit
12.	Other (Describe): _____
<b>For Existing businesses, please also provide the following:</b>	
1.	Last three years Financial Statements
2.	Interim Financial Statement if year end statements are more than 120 days old.
3.	Last three years Tax Returns.
4.	Receivable and Payable Aging.
5.	Employee Family income form for each current employee
6.	Job descriptions for all current and/or proposed positions ( <b>Form 1</b> or equivalent)
<b>There may be other information required specific to each request.</b>	

## **Section VI – Certifications:**

The following certifications must be signed by the owner(s) or principals (s) of the applicant's business.

**Non-discrimination Certification:** I/we hereby certify that this company does not deny services, employment, or membership to persons based on political preference, race, religion, sexual preference, handicap, marital status age or national origin.

**Application Certification:** I/ we certify and affirm by signing below that the information on this application was prepared by me or at my request and that it is complete and current and I/we agree to notify you of any change of information. I/we further understand that intentional misrepresentation of facts may be the basis for a denial of credit.

**Credit Check:** I/we authorize the lender to research the company's and its principal(s) history, make credit checks, obtain credit reports, contact the company's financial institution, and perform other related activities in connection with this application and any update, renewal or extension thereof.

## **Technical Assistance Disclaimer:**

In connection with the lender, certain technical assistance may be rendered, directly or indirectly, to you, the applicant, in connection with management systems, internal controls, marketing plans, business plans, financial projections, and compilations. Such assistance and all statements made in connection therewith are for the applicant's internal use only, and not to be used or communicated in any manner whatsoever to third parties without the lender's express written consent.

It is agreed and understood that the lender has taken no independent steps to verify the information the applicant has provided in connection therewith, and does not have capabilities, nor has the IDA performed any auditing functions in connection therewith. The lender has strictly relied upon the information as obtained, provided and presented by the applicant.

The lender are in no way responsible for the applicant's use of this information, and make no warranties and representations in connection therewith except as expressly granted in writing.

The applicant agrees to indemnify and hold the lender harmless in connection with the use or misuse of such information, documents, representation or writing. Said technical assistance to be used by the applicant only after the applicant has reviewed and fully understood it, verified and confirmed to the applicant's satisfaction that all statements of facts and representations contained therein are true and accurate. The same is rendered to the applicant in addition to and not in lieu of any and all acts and actions, evaluations and analysis necessary for the applicant in the ordinary course of the applicant's business or otherwise, and is not intended to replace same.

FUNDING HAS BEEN PROVIDED BY A GRANT FROM EMPIRE STATE DEVELOPMENT. There will therefore, be reporting requirements as a condition to working with this program so that achievement of these employment goals can be monitored.

If Applicant is a proprietor or partner, sign below.

By: \_\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

By: \_\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

By: \_\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

If Applicant is a corporation, sign below.

\_\_\_\_\_  
Corporate Name and Seal      \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

By: \_\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_  
Signature of President      Date

Attested By: \_\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_  
Signature of Corporate Secretary      Date