



504 Loan Application

OPERATING ENTITY/BUSINESS INFORMATION ("OC"):

Name: _____ Tax ID # _____

Trade Name: _____ NAICS Code: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

County: _____ Contact Name: _____

Will address change after funding? Yes No

May Dakota Business Lending display a sign stated they participated in the lending of the project? Yes No

Phone# _____ Fax# _____ Cell# _____ Email: _____

Website: _____ Nature of business: _____

Does this business export more than 10% of gross revenues? Yes No

Business Franchise Name (if applicable): _____

If a Franchise is listed on the SBA Franchise Registry, the Franchisor must sign a Certificate of No Change Form. If not listed, please submit a copy of the Franchise Agreement.

Ownership structure –you must provide the Operating Company ownership structure and affiliate relationships on **page two** of this application. Please follow the 504 Application Checklist for other documentation required to be submitted.

Employment Question: Please note: If a SBA Public Policy Objective is not met, 1 job must be created or retained for every SBA \$75,000 borrowed.

How many full-time equivalent employees are presently employed? _____

(ex. Four (4) employees working 10 hours per week each would make up 1 full-time employee)

If financing is not obtained, how many jobs may be lost? _____

Please provide explanation of retained job numbers:

How many full-time employees do you estimate to have 2 years after the proposed project is complete? _____

Business Type	
<input type="checkbox"/>	Sole Proprietor
<input type="checkbox"/>	Partnership
<input type="checkbox"/>	LLC
<input type="checkbox"/>	S Corp
<input type="checkbox"/>	C Corp
<input type="checkbox"/>	Trust
<input type="checkbox"/>	Other

REAL ESTATE HOLDING ENTITY INFORMATION (if applicable):

Please complete the information below **ONLY** if you have/will be creating a **PASSIVE** real estate holding or some other sort of entity (other than the active business) that will hold title to the real estate you are purchasing, improving or constructing.

Name: _____ Tax ID # _____

Year Established: _____ Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Will this address change after funding? Yes No

Ownership structure- you must provide the Real Estate Holding Entity ownership structure and affiliate business information on page two. Please follow the 504 Application checklist for other documentation required to be submitted.

Business Type	
<input type="checkbox"/>	Sole Proprietor
<input type="checkbox"/>	Partnership
<input type="checkbox"/>	LLC
<input type="checkbox"/>	S Corp
<input type="checkbox"/>	C Corp
<input type="checkbox"/>	Trust
<input type="checkbox"/>	Other

Operating Company Ownership

Please note: You must account for 100% of the Ownership. Each Officer, partner, & owner with 20% or more ownership must guaranty the debt, submit SBA Form 1244, page 7 (personal history), SBA form 413 (personal financial stmt), 2 yrs Fed. Tax returns and Affiliate Business information. (Please print add'l copies if more space is needed.)

Name	Owner's Title	% of Ownership

***If any Principal(s) of this 504 Loan request maintain 50% or more ownership, controls the affiliate, or the affiliate is a closely related entity, then the Affiliate Businesses must also submit 2 years fiscal year end statements or tax returns and current financial statements (<120 days).**

Real Estate Company Holding

Please complete the information below ONLY if you have/will be creating a PASSIVE real estate holding or some other sort of entity (other than the active business) that will hold title to the real estate you are purchasing, improving or constructing.

Please note: You must account for 100% of the Ownership. Each Officer, partner, & owner with 20% or more ownership must guaranty the debt, submit SBA Form 1244, page 7 (personal history), SBA form 413 (personal financial stmt), 2 yrs Fed. Tax returns and Affiliate Business information. (Please print add'l copies if more space is needed.)

Name	Owner's Title	% of Ownership

***If any Principal(s) of this 504 Loan request maintain 50% or more ownership, controls the affiliate, or the affiliate is a closely related entity, then the Affiliate Businesses must also submit 2 years fiscal year end statements or tax returns and current financial statements (<120 days).**

CURRENT AND PREVIOUS SBA AND OTHER GOVERNMENT DEBTS

Complete the chart for the following: 1) SBA loan applications Pending for the applicant or any of its affiliates; 2) Federal debt, including SBA, received by the applicant including loans that have been paid in full or charged off; 3) Federal debt (including student loans and disaster loans) borrowed by any principal of the applicant; 4) Federal debt borrowed by any other business currently or previously owned by any principal of the applicant. If there has been a loss to the government as a result of a charge off, compromise, or discharge due to bankruptcy for any of the listed debt, it must be identified below. LOSS is the outstanding principal balance of the loan that the government agency had to write off after all collection activities (including compromises) were finalized.

Name of Agency	Borrower's Name	Original Amount	Date	Loan Status	Outstanding Balance	Amount of Loss to the Gov't
Agency Loan #						
#		\$			\$	
#		\$			\$	
#		\$			\$	
#		\$			\$	

HISTORY AND DESCRIPTION OF THE BUSINESS

Operating Company Name:

Check here if information on this page is provided within the attached business plan. If so, this page can be left blank.

When and by whom was the company established? Describe the current ownership and control of the business?

What type of business is this. What are the primary products and services of the business?

Where is the geographic market served by the business?

International

National

State

Local

Explain:

List key customers:

List major competitors:

Provide a detailed narrative history of the business (including business history, management history and approach, business model, competitive advantages, industry niche, growth strategy, and the effect of the SBA 504 loan will have on business growth).

*Please attach separate pages if more space is needed to complete narrative.

Please attach or email (to loan officer) any website, news article, or other noteworthy company highlights/achievements.

PROJECT INFORMATION

Please complete the project information below for this loan application. Although some costs may change prior to funding, please complete this area to the best of your ability, including itemization or estimated itemization of professional fees. Thank you!

Proposed Uses of Funds:

\$

Purchase Land: _____
Purchase Land & Existing Building: _____
Construction/Remodeling: _____
Purchase / Install NEW Equipment: _____
Purchase / Install USED Equipment: _____
*Professional Fees (related to closing): _____
Interest & fees on the interim/construction loan: _____
Contingency (up to 10% of construction): _____
Debt to be refinanced: _____
Other expenses: _____

TOTAL PROJECT COSTS = _____

***Itemization of Professional Fees:**

\$

Engineering Costs: _____
Architecture costs/expenditures: _____
Appraisal: _____
Environmental Report(s): _____
Impact / permit fees: _____
Utility hook-up fees: _____
Title Insurance / recording fees: _____
Other: _____
Other: _____

Bank Officer: _____
Phone # _____
Fax # _____
Email: _____

Sources of Funds & Equity Injection:

\$

%

Equity Injection – Business Cash: _____
Equity Injection – Personal Cash: _____
Equity Injection – Seller carry note: _____
Equity Injection other: _____
SBA 504 Loan: _____
Bank: _____
Other: _____

TOTAL PROJECT COSTS= _____

100%

*Seller Carry Note cannot be repaid faster than SBA note-may require stand-by & be subordinate to 504 debt.
*i.e. equity in project land or R/E owned <2 years

PLEASE ATTACH ALL SUPPORTING DOCUMENTATION SUCH AS PURCHASE AGREEMENTS, CONSTRUCTION BIDS, VENDOR QUOTES, ETC. THE SUPPORTING DOCUMENTATION MUST MATCH THE TOTAL PROJECT COSTS.

Please provide us with some further financing details: (please use a blank sheet of paper if more space is needed.)

Is there currently any financing being provided for this project? _____ Yes _____ No

If yes, please disclose terms of any pre-project financing (including lender, amt financed & maturity) and specify whether it will be taken out with the 504 funds or refinanced by the 3rd party lender:

Is this project transaction associated with a business acquisition? _____ Yes _____ No

If yes, please provide details concerning the entire acquisition, including non-profit financing sources & terms:

Please provide us with some general information about this project:

Project Address: _____ City _____ State _____ Zip _____ County _____
Type of Property: _____
How large is this facility (square feet)? _____ How large is the parcel of land this facility sits on? _____
How much space in the facility will your business occupy? _____ %
What is the approx. age or construction date of the facility? _____
How would you describe this facility's condition? _____
Are any of the project assets currently owned by the borrower? _____ Yes _____ No If Yes, provide the purchase date & amount: _____
If there is equipment involved, whom was it purchased from? _____ Manufacturer/Dealer _____ Private Party The Equipment is: _____ New _____ Used
Est. remaining useful life of the equipment: _____ years

Loan Name: _____

Authorization to Release Information

I/we, as the Undersigned, which include, but are not limited to, borrowers, obligors, guarantors, affiliates, partners, stockholders, proprietors, hereby authorize Dakota Business Lending and/or the U.S. Small Business Administration, its successors or assigns, to pull credit reports, and any other confidential reports, required in the evaluation of the attached loan application and the servicing of the loan, if approved, throughout the full term of the loan. I/we, the Undersigned, authorize Dakota Business Lending and/or the U.S. Small Business Administration, its successors and assigns, to release necessary loan information to other entities, as required for processing the loan application or servicing the loan. I/we authorize Dakota Business Lending and/or the U.S. Small Business Administration, its successors and assigns, to request and receive any private information of the Undersigned from other entities, including but not limited to, insurance companies, lenders, and accountants/bookkeepers.

I certify that I am not delinquent more than 60 days under the terms of any (a) administrative order, (b) court order, or (c) repayment agreement requiring payment of child support

I certify that I have never caused the government a loss as a result of a prior borrowing relationship (whether a direct business or personal loan), a loan in which I was a guarantor, or a loan to a business in which I had an ownership interest. Loans include but are not limited to student loans, government guaranteed residential mortgages and business loans, both direct or government guaranteed

The undersigned hereby certifies that the information provided in the attached loan application and any related attachments are true and correct. The undersigned understands that the false statements may result in the denial of the loan request

Application Fees range from \$500 to \$2,500 depending on the type and size of the loan request. Note that fees paid towards an SBA 504 Loan shall be a deposit against the fee and shall be refunded upon the funding of the SBA 504 Loan. Please note that two-thirds of the Processing Fee will be considered earned and may be collected by Dakota Business Lending when the Authorization for the Debenture is issued by SBA.

I am applying for financial support from Dakota Business Lending through the SBA guaranteed loan program. I understand that a report will be acquired prior to approval of the SBA loan to determine eligibility for SBA financing. This report is the Credit Alert Verification Reporting System (CAIVRS) to determine if any of the individuals or businesses have outstanding Delinquent Federal Debt or Prior Loss caused to the federal government. I also understand that if the small business defaults on the SBA-guaranteed loan and SBA suffers a loss, the names of the small business and the guarantors of the SBA-guaranteed loan will be referred for listing in the CAIVRS database, which may affect their eligibility for further financial assistance.

Signature

Date

Applicant/Borrower

Signature

Date

Relationship to Loan

Signature

Date

Relationship to Loan