



CITY OF TROY
SBD REVOLVING LOAN FUND
LIST OF EXHIBITS and SBD APPLICATION

- Completed application form plus \$100.00. Additionally, a loan closing fee of 1.5%, plus any accumulated title search and legal fees are due at closing.

Financial: (Attach as Exhibit A)

- Detailed business plan for the expansion project;
- Personal financial statement for each individual with at least twenty percent interest in the company;
- Financial statements from prior three years (Balance Sheet and Profit and Loss statements);
- Schedule of Accounts Payable and Receivables;
- Interim financial statement to the nearest quarter;
- Proforma of financial projections on a quarterly basis for the first two years following the loan closing;
- Letter of recommendation or acknowledgement from existing debt-holder(s) regarding this application;
- Statement of the anticipated draw down schedule of SBD funds.

Collateral: (Attach as Exhibit B)

- Recent appraisal or county tax records of any real estate which will be offered as collateral;
- Listing of outstanding liens and mortgages on the property/assets proposed as security;
- Evidence of authority to make improvements such as a deed, qualifying lease, or notarized authorization from the property owner;
- Personal Guaranty;
- If real estate is used as collateral then a recent title exam is required.

Project: (Attach as Exhibit C)

- Detailed estimates for each projected expense of the business expansion;
- Verification of the costs/value of the assets to be funded as part of the total financing package;
- Construction plans for any proposed building improvements;
- Written cost estimates or contracts for building improvements.



City of Troy, Ohio
 Small Business Development Revolving Loan Fund
 Application

APPLICANT:

Name	Phone Number	Fax Number
Email Address	Federal I.D.#:	

BUSINESS:

(Borrower Name)

Name	Phone Number	Fax Number
Email Address	Federal I.D.#:	

CURRENT ADDRESS

Street	City	State	Zip Code
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NEW ADDRESS

(if relocating):

Street	City	State	Zip Code
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TYPE OF BUSINESS:

- PARTNERSHIP S CORPORATION LIMITED LIABILITY COMPANY
 SOLE PROPRIETOR C CORPORATION

NAMES AND ADDRESSES OF OTHER OWNERS WITH 5% OR MORE OWNERSHIP INTEREST:

Name	Address	City	State	Zip Code	Phone Number
Name	Address	City	State	Zip Code	Phone Number
Name	Address	City	State	Zip Code	Phone Number

Description Of Current Operation:

Description Of Proposed Project

PROPOSED PROJECT START DATE: _____

ESTIMATED DATE RLF LOAN IS NEEDED: _____

TOTAL NUMBER OF CURRENT EMPLOYEES: _____
Full Time

_____ Part Time

PROPOSED NEW JOBS:
(Enter for each year "new jobs"
without totaling the previous year)

	1st YEAR	2nd YEAR	3rd YEAR	TOTAL
	()	()	()	()
New Full Time	New Full Time	New Full Time	New Full Time	New Full Time
()	()	()	()	()
New Part Time	New Part Time	New Part Time	New Part Time	New Part Time

STARTING WAGE RATE FOR NEW EMPLOYEES:

JOB TITLE	# HIRES	WAGE RATE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SBD Loan Terms

Less than ten years = 50% of Current
Prime Rate

Ten to fifteen years = 75% of
Current Prime Rate;

Fifteen to twenty years =
current Prime Rate.

Requested Loan Term: _____
i.e. 5 years at 2.75%

BY SIGNING THIS FORM, I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE
OF
APPLICANT: _____

DATE: _____