

# Buffalo and Erie County RDC Business Loan Application



## A. Business Information:

Business Legal Name: \_\_\_\_\_ Business Contact Name: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Business Contact Phone Number: \_\_\_\_\_ Tax ID Number: \_\_\_\_\_  
 Business Contact Name and Email Address: \_\_\_\_\_ Website: \_\_\_\_\_  
 Legal Structure:  C-Corp.  S-Corp  LLC.  
 General Partnership  Limited Partnership  Sole Proprietorship  
 Date business was established: \_\_\_\_\_ Employment: Current FT: \_\_ PT: \_\_ At year 3: FT: \_\_ PT: \_\_  
 Description of Business: \_\_\_\_\_

Is the business (check all that apply) MBE  WBE  Veteran Owned  N/A

## Business Schedule of Long-Term Debts

Lender Name	Original Amount	Current Loan Balance	Monthly Payment
<b>Total</b>			

## B: Loan Highlights:

Borrower Contribution: \$ \_\_\_\_\_  
 +Bank Loan Amount: \$ \_\_\_\_\_  
 +ECIDA Loan Request Amount: \$ \_\_\_\_\_  
 = **Total Project Cost:** \$ \_\_\_\_\_

Description of how funds are to be used: \_\_\_\_\_

Please list the assets you wish to use as collateral:  Real Estate  Equipment  A/R Inventory  Other  
 Address (if real estate): \_\_\_\_\_ Description: \_\_\_\_\_

## C: Personal/Guarantor(s) Information:

1. Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ U.S. Citizen: Yes  No   
 Home Address: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_  
 % of Ownership: \_\_\_\_\_ Title: \_\_\_\_\_ Length as Owner: \_\_\_\_\_

2. Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ U.S. Citizen: Yes  No   
 Home Address: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_  
 % of Ownership: \_\_\_\_\_ Title: \_\_\_\_\_ Length as Owner: \_\_\_\_\_

## D: Primary Lender Information

Bank/Lending Institution: \_\_\_\_\_  
 Bank Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## E: Attorney Information

Firm Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## F: Insurance Agent

Agency Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**G: Miscellaneous:**

- Yes  No Is the Company or its principals presently the subject of any litigation, or is any litigation threatened, which would have a material adverse effect on the Company’s financial condition?
- Yes  No Has the Company or its principals ever settled a debt with a lending institution for less than the full amount outstanding?
- Yes  No Has the company, its affiliates or its principals ever filed bankruptcy, a creditor’s rights or receivership proceeding, or sought protection from creditors?
- Yes  No Is the Company or its principal’s delinquent on property, personal, and/or employment taxes?
- Yes  No Has the Company or its principals ever been convicted of any felony or misdemeanor, other than a minor traffic violation, or are any charges pending?
- Yes  No Has the Company, its affiliates or its principals, been cited for a violation of federal, State or local laws or regulations with respect to labor practices, hazardous wastes, environmental pollution or operating practices?
- Yes  No Are there any outstanding judgments or lien pending against the Company, its affiliates or its principals other than liens in the normal course of business? Amount: \$ \_\_\_\_\_
- Yes  No Has the company or principal(s) ever been issued an injunction, been imposed civil penalties or fines? been accused of false or misleading statements, or been the subject of a proceeding or had any allegations made against them, by any federal, state, local agency or authority including but not limited to the SEC, FCC, FDA, or OSHA? If yes, please attach a written explanation to this application.

**H: Required Financial and Business Information:**

- Business Plan (Company history, ownership, key management/experience, description of products/services, description of facility, primary suppliers, target market, competition etc.).
- Most recent three (3) years Federal business tax returns, including all schedules (signed).
- Most recent interim financial statements (income statement and balance sheet).
- Three (3) years projected financial statements (income statement and balance sheet).
- Most recent three (3) years owners/guarantors Federal tax returns for individuals owning 20% or greater of business.
- Completed Personal Financial Statement on each guarantor owning 20% or greater of business.
- Federal Regulations Acknowledgement form.
- Other financial information may be required as requested.

**I: Acknowledgment, Authorization and Signatures:**

**Acknowledgment:** The Applicant/I acknowledge that the Buffalo and Erie County Regional Development Corporation, and the Buffalo and Erie County Industrial Land Development Corporation are subject to New York State’s Freedom of Information Law (FOIL) and the New York Open Meetings Law as codified pursuant to the New York Public Officers Law. Applicant/I understand that all information and records related to this application are potentially subject to disclosure under FOIL subject to limited statutory exclusions.

**Authorization:** I hereby authorize the RDC/ILDC and or its affiliates to request , verify and review all data you require about the company and its principals/guarantors, including but not limited to, credit reports and/or background information obtained from your bank (as identified on this application) third-party service providers/agencies, now and for all future reviews of this application and/or for collection of loan. I authorize you to give credit and/or background information obtained about me and the company to others, for the purpose of evaluating my application. Applicant acknowledges that all the information in this application and other materials furnished by the company for your review is true and accurate and that there are currently no material adverse changes which may affect said information.

**Borrowers Acknowledgment and Signatures:** I have read the foregoing application and the attachments and know the contents thereof, and hereby represent, including but not limited to, and otherwise agree that I am aware of and will comply with federal statutory and regulatory requirements that apply to activities carried out with anticipated loan proceeds.

**Upfront Cost Requirements:** Applicants understand that the personal credit report and business credit report costs remitted with this application are non-refundable.

_____	_____	_____
Authorized Signer	Title	Date
_____	_____	_____
Personal Guarantor #1	Title	Date
_____	_____	_____
Personal Guarantor #2	Title	Date