

# Buffalo and Erie County RDC Business Loan Application



## A. Business Information:

Business Legal Name: \_\_\_\_\_ Business Contact Name: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Business Contact Phone Number: \_\_\_\_\_ Business Fax 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	Account Current (Yes/No)
<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 The company or the principals are an endorser, guarantor or co-maker for obligations (including any lease obligation e.g. vehicle, equipment or real estate) not listed on the company's financial statement.
- Yes  No The company or its principals or guarantors are a party to a lawsuit (whether pending or threatened)
- Yes  No Has the company or its principals ever filed bankruptcy?  
Chapter: \_\_\_\_\_ Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_
- Yes  No Are the company, its principals or proposed guarantors real property and/or personal and/or employment taxes past due?
- Yes  No Are the assets pledged or mortgaged other than stated on business and personal financial statements? If so, what assets? Description: \_\_\_\_\_ Value: \$ \_\_\_\_\_
- Yes  No The company or the principal or guarantors have outstanding judgment(s). 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 of business tax returns.
- 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 tax returns for individuals owning 20% or greater of business.
- Completed Personal Financial Statement on each guarantor owning 20% or greater of business.
- Declination letter from bank or lending institution.
- 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 (RDC), and the Buffalo and Erie County Industrial Land Development Corporation (ILDC) 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