

Butler County Revolving Loan Fund Small Business Loan Application

(revised 4/02)

Name of business _____

Business Address _____

City _____ State _____ Zip Code _____

Phone _____ E-mail _____

Is this a new business _____ If yes, intended start-up date _____

Type of business _____ Sole Proprietorship _____ Partnership _____ Corporation

Date established _____ Federal I.D. # _____

Name of owner #1 _____ Percentage owned _____

Home address _____ SS# _____

City _____ State _____ Zip _____ Phone _____

Name of owner #2 _____ Percentage owned _____

Home address _____ SS# _____

City _____ State _____ Zip _____ Phone _____

Name of bank _____

Bank address _____

City _____ State _____ Zip _____

Phone Number _____ Contact person _____

Project Information

What is the intended use of the loan funds?

Will additional jobs be created through this project _____ if yes, how many _____

Will any existing jobs be retained due to this project _____ if yes, how many _____

Brief description of your business:

Loan Amount Requesting \$ _____

Please complete the project budget sheet included with this application.

Required Attachments

- A. Business plan or current profit and loss statement
- B. One of the following:
 - 1. Signed personal financial statement(s) for persons listed on the application.
 - or
 - 2. Federal income tax returns filed by the business for the past 3 years
- C. Copy of signed purchase or lease agreement if purchasing or leasing property for business operation. (if applicable)
- D. Letter from your bank regarding financing the bank will provide for this project.

Applicant Signature

I declare that the information provided herein, is true and complete in substance and fact. I authorize anyone who possesses personal and company financial information required to evaluate this application to furnish this information to Butler County Development Corporation. The information required includes, but is not limited to, personal credit bureau reports and current or past bank history. I hereby release anyone from any damages, which may result from their furnishing or obtaining information for this application.

By _____ Print Name _____ Date _____

Business Project Budget

Your Name

Your Business Name

Business Project Start-Up Estimated Costs

PROJECT COSTS

Purchase of Real Estate \$ _____
Closing Costs \$ _____
*Remodeling & Repairs Costs \$ _____
*Machinery, Tools & Equipment \$ _____
*Furniture & Fixtures \$ _____
Operating Supplies \$ _____
*Inventory \$ _____
Production Materials \$ _____
Other _____ \$ _____
Other _____ \$ _____

TOTAL \$ _____

START-UP EXPENSES

Advertising & Promotion- Launch \$ _____
Public Relations Activities-Launch \$ _____
Professional Fees -Accounting & Legal \$ _____
Licenses & Permits \$ _____
Insurance- Property & Business Liability \$ _____
Utilities Deposits \$ _____
Rental Deposits \$ _____
Telephone Installation & Deposit \$ _____
Other _____ \$ _____
Other _____ \$ _____

TOTAL \$ _____

ADDITIONAL WORKING CAPITAL \$ _____

TOTAL PROJECT START-UP COSTS \$ _____

Sources of Funds

OWNER'S CASH CONTRIBUTION \$ _____

TOTAL LOANS \$ _____

Bank Loan(s) _____ terms _____
RLF _____ terms _____
Other _____ terms _____
Other _____ terms _____

OTHER FUNDING SOURCES _____ \$ _____

TOTAL SOURCES FOR PROJECT FUNDS \$ _____

**Attach a list for each of the categories that will need costs broken down, by item.*

You will also need to include: 3 years of business & personal income tax returns, a personal financial statement, 3 years of past income-expenses & balance sheets for an existing business, 2 years of projected cash-flow for your proposed business.