

COOPERATIVE BUSINESS ASSISTANCE CORPORATION

Business Loan Application

This form is designed to provide CBAC with sufficient information to permit effective consideration of your loan request. **A fully completed application will eliminate unnecessary delays.**

Please note that a **\$75.00 non-refundable application contribution** is due when submitting this application and must be payable to CBAC. **YOUR APPLICATION CANNOT BE PROCESSED WITHOUT PAYMENT.**

I. General Information

Name of applicant: _____

Name of business: _____

Address of business: _____

(include zip code) _____

County _____

Contact person: _____

Telephone number: _____ Fax number: _____
 (include area code) (include area code)

E-mail Address: _____

Business bank of account: _____

Branch Address: _____

Account Number: _____

Bank Officer & Tel. #: _____

II. Ownership & Management

Structure of business (Check One)

- Corporation
- Professional Corporation
- Sole Proprietorship
- Sub Chapter S Corporation
- Partnership
- Other _____

Ownership of applicant company (*List all owners & stockholders with 20% or more of total ownership*):

<i>Name</i>	<i>Percentage Owned</i>
1.	
2.	
3.	

Key Management:

<i>Name</i>	<i>Titles/Duties</i>	<i>Yrs. with Co.</i>	<i>Annual Comp. Salary / Bonuses</i>	<i>Life Ins. Amount</i>
1.				
2.				
3.				

Major Competitors:

1. (Name)	3.
(Address)	
2.	4.

V. Existing Business Loans Payable

Creditor/ Acct. Number	Original Amount	Loan Date month/year	Term	Monthly Payment	Interest Rate	Outstanding Balance	Collateral
1.		/					
2.		/					
3.		/					

VI. DESCRIPTION OF PROPOSED FINANCING

LOAN REQUEST (Please Itemize):

Real Estate Acquisition: \$ _____

Building Renovations: _____

Leasehold Improvements: _____

Machinery & Equipment: _____

Inventory: _____

Working Capital: _____

Other (describe): _____

Total Project Costs: _____

Owners Equity: _____

Total Loan Request: \$ _____

(Total Loan Request = Total Project Costs minus Owners Equity)

VII. SUPPORT INFORMATION & STATEMENTS REQUIRED

1. Current (within 90 days) and previous three years' business financial statements and/or Federal tax returns.
2. If the business is less than two years old, submit business plan, including projected income statements for three years following receipt of the loan and a projected monthly cash flow statement for the first year following receipt of the loan. (Assistance for this item is available.)
3. Personal financial statements completed and signed for all owners with 20% or more ownership.
(Please use enclosed form.)
4. Personal Federal income tax returns for the past three years, from all owners with 20% or more ownership.
5. For all equipment purchases and/or minor building renovations, provide contractors' estimates, suppliers' price quotations and purchase orders.
6. If you are planning to purchase real estate, please submit a complete copy of the signed Agreement of Sale. If you own the property to be renovated, submit a complete copy of the deed, including legal description.
7. If you currently rent your current location, submit a complete copy of the lease.
8. If you are planning to renovate commercial real estate, please submit preliminary plans and specifications for new construction or renovation and cost estimates prepared by a qualified, independent third party (General Contractor or Architect)
9. Copy of deed, including legal description, to any other real estate to be used as collateral.
10. Copy of certificate of incorporation, trade name certificate, or certificate of formation if applicable.
11. Resumes of business owners.
12. Brief history of business explaining your product or service, production, sales, profits, jobs created, etc. how the loan will affect your business.
13. Any additional information, which will assist CBAC in analyzing your application.

I/We authorize the Cooperative Business Assistance Corporation to investigate my/our personal and business financial credit history as necessary to process a loan application. The undersigned authorize any person or consumer reporting agency to give you any information it may have on the undersigned. CBAC is hereby authorized to release and share any and all written and verbal information with other lenders that are or may become involved with the Loan. Each of the undersigned authorizes you to answer questions about your credit experience with the undersigned. The undersigned, in applying for financial assistance from CBAC, recognizes that prior to receiving any financial assistance he or she will agree to comply with all federal, state and local laws and regulations to the extent that such are applicable. The purpose of the loan is to support business activities for which credit is not otherwise available on terms and conditions, which would permit the completion or operation of the project in the community. The undersigned certifies that the ultimate recipient is unable to finance the proposed project through commercial credit or other Federal, State, or local programs at reasonable rates and terms. The undersigned further certifies that he or she is not in default with child support payments and that all required child support payments have been made.

The foregoing and any supplementary information are warranted by the undersigned to be true, accurate, and not misleading as of the date submitted and are furnished to induce you to make the Loan applied for, which, if granted, the proceeds thereof will be used only for the purpose stated above. The undersigned knows that you rely and continue to rely thereon until written notice of any change therein is received by you. The undersigned will give you immediate written notice of any material change in the undersigned's financial condition, including any lawsuit, begun or threatened, the effect of which may be to materially alter the said condition.

Name of Business:

Signature/Title:

Date:

Signature/Title:

EQUAL CREDIT OPPORTUNITY ACT

The Federal Equal Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is the Federal Trade Commission, Equal Credit Opportunity, Room 500, 633 Indiana Avenue, N.W., Washington, DC 20580. If your application for business credit is denied, you have the right to a written statement of the specific reasons for the denial. To obtain the statement, please contact: Director of Lending, CBAC, 328 Market Street, Camden, New Jersey 08102 within 60 days of the date you are notified of our decision. We will send you a written statement of reasons for the denial within 30 days of receiving your request for the statement.

<p>GENDER DATA Business Ownership /_/ 100% Female Owned /_/ 51-99% Female Owned /_/ 100% Male Owned /_/ 51-99% Male Owned</p>	<p>VETERAN STATUS /_/ Non Veteran /_/ Vietnam-era Veteran /_/ Other Veteran</p>	<p>RACE/ETHNICITY (APPLICANT) /_/ Black /_/ Puerto Rican /_/ White /_/ Hispanic /_/ American Indian /_/ Asian or Pacific Islander /_/ Eskimo or Aleut /_/ Multi Group /_/ Other</p>
<p>Number of Jobs to be created ____ Number of Jobs to be retained ____ (Projected over next two years and include Borrower in counts)</p>	<p>Current Personal Annual Income \$ _____</p>	<p>RACE/ETHNICITY (CO-APPLICANT) /_/ Black /_/ Puerto Rican /_/ White /_/ Hispanic /_/ American Indian /_/ Asian or Pacific Islander /_/ Eskimo or Aleut /_/ Multi Group /_/ Other</p>

How did you learn about CBAC? _____

PLEASE DETACH AND KEEP FOR YOUR RECORDS

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