

**OUTAGAMIE COUNTY REVOLVING LOAN PROGRAM
APPLICATION FORM**

Business Name: _____

Street Address: _____

Mailing Address: _____

City: _____ Zip Code: _____

Type of Business: _____ Date Established: _____

Telephone Number: _____ Tax I.D. _____

Number of Employees: _____ Number if Loan Approved: _____

Applicant's
Financial Consultant: _____ Telephone #: _____

Loan Amount Requested:	Total Project Cost:
Purpose of Loan:	
Term of Loan Requested:	
(Not to exceed 7 yrs. for working capital, 10 yrs. for equipment, or 12 yrs. for real estate)	

Matching funds of at least one dollar of private funds for each dollar of County funds must be obtained. In addition, there must be on job created or retained for every \$20,000 of County funds.

Uses of Funds**	Sources of Funds*			Total
	County RLF			
1.				
2.				
3.				
4.				
5.				
Total				

*Bank, Owners Equity, Etc.

** Equipment, Real Estate, Working Capital, Etc.

COLLATERAL:

	Present Market Value	Present Loan Balance
Land and Building(s)		
Machinery and Equipment		
Accounts Receivable		
Other:		
Other:		
Total		

INDEBTEDNESS:

To Whom Payable	Present Balance	Interest Rate	Maturity Date	Payment Amount	Security

Amounts should correspond with the most recent interim financial statement.

MANAGEMENT:

(Proprietor, partners, officers, directors, and all holders of outstanding stock)

Name	Title	SSN	Home Address	% Own

1. Have you or any officers of your company ever been involved in bankruptcy or insolvency proceedings? Yes___ No___ If Yes, please provide the details as a separate exhibit.
2. Are you or your business involved in any pending lawsuits? Yes___ No___ If Yes, please provide the details on a separate exhibit.

3. Do you, your spouse, any member of your household, or anyone who owns, manages, or directs your business, or their spouses, or members of their households work for Outagamie County or hold an official position with the County? Yes_____No___ If so, please provide the name, address, and department of the person.

Employee Name:_____

Department:_____

Employee Address:_____

4. Does your business, its owners or majority stockholders own or have a controlling interest in other businesses? Yes___ No___ If yes, please provide their names and relationship with your company along with a current balance sheet and operating statement for each as a separate exhibit.

Name of Business:_____

Relationship to Applicant:_____

5. Do you buy from, sell to, or use the services of any concern in which someone in your company has a significant financial interest? Yes___ No___ If Yes, please provide the details as a separate exhibit.
6. Are any of the individuals listed under "Management" on parole or probation? Yes_____ No___ If Yes, please provide the details as a separate exhibit.
7. Have any of the individuals listed under "Management" been convicted of a crime? Yes___ No___ If Yes, please provide the details as a separate exhibit.

THE FOLLOWING EXHIBITS MUST BE COMPLETED WHERE APPLICABLE. ALL QUESTIONS ANSWERED ARE MADE PART OF THE APPLICATION.

ALL MATERIALS REQUESTED MUST BE SENT WITH THE APPLICATION. THE FOLLOWING SPECIFIC INFORMATION SHOULD BE INCLUDED AS PART OF YOUR APPLICATION.

1. Balance sheet and Profit and Loss Statements for the last three fiscal years.
2. Balance Sheet and Profit and Loss statements for an interim period less than ninety (90) days from the date of the application.
3. Aging Accounts Receivable and Payable corresponding with the latest available statement.
4. Earnings projections for three (3) years from the date of the application. Assumptions must be included.

5. Business plan and financing proposal. This should include the company history, a discussion of your industry sales and marketing plans, a discussion of your competition, the need for financing, and other matters relevant to your application.
6. Resumes for all individuals listed under "Management".
7. If you are buying equipment with the loan proceeds, attach a list of the equipment to be purchased.
8. IF you are using the loan proceeds for new construction, please attach plans and specifications along with a proposed construction contract.
9. Commitments for all private financing. The commitments should contain no contingencies other than a receipt of Revolving Loan Fund monies.
10. Environmental Review checklist, if applicable.
11. Lending Institution's credit analysis.
12. Cash flow analysis on a monthly basis for the first (1st) year of operation.
13. Personal balance sheet.
14. Explanation on why the County's involvement is requested.
15. Marketing analysis.
16. Projected officer(s) salaries.
17. Industry Average ratios.

I/WE CERTIFY that all information in this application is true and complete to the best of my/our knowledge and are submitted to Outagamie County so that the County can decide whether to grant the loan. I/we agree to pay for or reimburse the County for the cost of any surveys, title or mortgage examinations, appraisals, etc. performed by non-County personnel provided I/we have given my/our consent.

Signature: _____ Title: _____

Printed Name: _____

Signature: _____ Title: _____

Printed Name: _____

Signature: _____ Title: _____

Printed Name: _____

Attest:

Signature: _____ Title: _____

Printed Name: _____

Dated this ____ day of _____ 20__