

GROW SCRANTON FUND

I. GENERAL INFORMATION

Name of Business: _____

Type of Business: _____

Federal Tax I.D.: _____

Address: _____

Telephone: _____ Fax: _____

Date Business Established: _____ How Long Owned: _____

II. OWNERSHIP & MANAGEMENT STRUCTURE

Business Organizational Structure:

Sole Proprietorship _____ Corporation _____ Partnership _____

LLC _____ Limited Partnership _____

List all proprietors, partners, and/or stockholders with at least 20% ownership in the business:

Name and Title: _____

Address: _____

Percent Ownership _____ Phone Number _____

Name and Title: _____

Address: _____

Percent Ownership _____ Phone Number _____

III. BANKING RELATIONSHIP DATA

Name of Bank: _____

Address: _____

Account Type(s): _____

Contact Info: _____

IV. PROJECT BUDGET & FINANCIAL INFORMATION

Scope of Project:	Estimated Project Cost
() Real Property Acquisition	\$ _____
() Building Renovation	\$ _____
() Infrastructure Improvements	\$ _____
() Leasehold Improvements	\$ _____
() Purchase of Machinery/Equipment	\$ _____
() Working Capital	\$ _____
() Inventory	\$ _____
() Other - Please Specify _____	\$ _____
TOTAL PROJECT COST	\$ _____

Have any cost estimates for this project been obtained? Yes _____ No _____
If so, for what, and when were they obtained? _____

V. SOURCE(S) OF PROJECT FUNDS

Owner Equity:	\$ _____	% of Total Project _____
Bank Loan:	\$ _____	% of Total Project _____
Grow America Fund	\$ _____	% of Total Project _____
Private Financing	\$ _____	% of Total Project _____
Other _____	\$ _____	% of Total Project _____
TOTAL PROJECT:	\$ _____	

VI. COLLATERAL INFORMATION - BUSINESS & PERSONAL

<u>Type</u>	<u>Existing Lien? (Secured/Unsecured)</u>	<u>Estimated Fair Market Value</u>
() Real Estate / Business	\$ _____	\$ _____
() Equipment / Fixtures	\$ _____	\$ _____
() Real Estate / Personal	\$ _____	\$ _____
() A/R and Inventory	\$ _____	\$ _____
() Personal Property	\$ _____	\$ _____
() Vehicles / Automobiles	\$ _____	\$ _____
() Other (Specify)	\$ _____	\$ _____

Status of the Property Currently Occupied by the Business:

Owned _____ Leased _____ Leased w/option to buy _____

Lease Price and Terms _____

If owned, is there an outstanding mortgage? Yes _____ No _____

If there is/are mortgage(s), provide the following information pertaining to the mortgage and any other liens:

Fix/Adj	Amount	Length of Financing Term	Interest Rate
1st Mortgage	\$		
2nd Mortgage	\$		
3rd Mortgage	\$		

VII. DOCUMENTATION REQUIREMENTS:

In order to move forward with your loan application, we will need the following information:

- 1) **Brief History and Description of the business, including market and projected business future.**
(Please be prepared to provide details on any co-owned or affiliate businesses.)
 - 2) **Detailed Description of Project and anticipated benefit from loan.**
 - 3) **Personal Financial Statements and Three (3) Years Personal Income Tax returns from each owner of 20% or more of the company.**
 - 4) **Management Resume(s) of all owners and key staff.**
 - 5) **Historical Business Financial Statements (or tax returns) for the past three years.**
 - 6) **Current Business Financial Statement (less than ninety (90) days old.**
 - 7) **Income Projections with explanations.**
 - 8) **Existing Debt / Loan Schedule (see attached form)**
 - 9) **Credit Report Authorization form**
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Grow Scranton Fund staff are available to answer any questions you may have regarding the program or the application process.

GROW SCRANTON FUND

Existing Debt Schedule Form:

Creditor	Original Balance	Original Date	Present Balance	Interest Rate	Monthly Payment	Collateral Security
<i>EXAMPLE: ABC Bank</i>	\$25,000	May 2001	\$18,000	7.5%	\$850	<i>Business assets</i>
TOTAL						

Credit Release Authorization

I / we hereby request and authorize you to release to Grow America Fund, Inc. and/or the National Development Council for verification purposes, personal and corporate credit reports, and information concerning the company/corporation/partnership and/or the officers and individuals listed below. That information may include but is not limited to:

- Employment history dates, title, income, hours worked, etc.
- Banking (checking & savings) accounts of record.
- Mortgage loan rating (opening date, high credit, payment amount, loan balance, and payment)
- Any information deemed necessary in connection with a consumer credit report for my loan application.

This information is for the confidential use of Grow America Fund, Inc. (GAF) in compiling a loan credit report.

A photographic or carbon copy of this authorization (being a photographic or carbon copy of the signature (s) of the undersigned) may be deemed to be the equivalent of the original and may be used as a duplicate original.

Grow America Fund, Inc. may impose a \$9 charge for each personal credit report and \$75 for each business credit report ordered.

(Please print or type.)

Name of Business: _____

Telephone: () _____

Date: _____

Name of Officer/Owner: _____

Address for last two years: _____

Social Security #: _____

Signature _____

Name of Officer/Owner: _____

Address for last two years: _____

Social Security #: _____

Signature _____