

Village of Dobbs Ferry LDC

LOAN APPLICATION

I. GENERAL INFORMATION

Name of Business: _____

Type of Business: _____

Federal Tax I.D.: _____

Address: _____

Telephone #: _____ Fax #: _____ E-Mail Address: _____

Date Business Established: _____ How Long Owned: _____

II. EMPLOYMENT INFORMATION

Number of Current Employees:

Full Time: _____ Part Time: _____ Seasonal _____

Number of Employees Projected in Three Years:

Full Time: _____ Part Time: _____ Seasonal _____

III. 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 _____ Telephone Number _____

Name and Title: _____

Address: _____

Percent Ownership _____ Telephone Number _____

IV. PROJECT 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 COSTS \$ _____

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

V. PROPOSED PROJECT FINANCING

Owner Equity:	\$ _____	% of Total Project _____
Bank Loan:	\$ _____	% of Total Project _____
Dobbs Ferry LDC	\$ _____	% of Total Project _____
Private Financing	\$ _____	% of Total Project _____
Other _____	\$ _____	% of Total Project _____
TOTAL:	\$ _____	% of Total Project _____

VI. COLLATERAL

Proposed Collateral:

<u>Type</u>	<u>Existing Lien? (Secured/Unsecured)</u>	<u>Estimated 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 YES, provide the following information pertaining to the mortgage and any other liens:

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

VII. FINANCIAL RELATIONSHIP

Name of Bank: _____

Address: _____

Account Type: _____

Contact Info: _____

VIII. EXHIBITS

Please enclose the following items with your preliminary application.

1. Brief History and description of Business, including market and projected business future. Please provide details on any ownership other than businesses by your business or owners and any interlocking business.
2. Detailed Description of Project and anticipated benefit from loan.
3. Personal Financial Statements and Three Years Personal Income Tax returns from each owner of 20% or more of the company. Please use the approved SBA format attached to this document.
4. Management Resume(s) of all owners and key staff.
5. Business Financial Statements for the past three years, including a current 90-day statement.
6. Two-year income projection with explanations (Cash Flow, Profit and Loss, etc.)
7. Schedule of Debt (Please use attached format)
8. Authorization for Credit Report (Please complete and return attached form along with appropriate credit report fee)