



LOAN APPLICATION

Company Information

Business Name _____ Established On _____ Tax ID _____

Address _____ City _____ State _____ Zip _____

Principal in Charge _____ Work Phone _____ Work Fax _____

Email _____ Cell Phone _____

Type of business _____

Type of entity (check one): Proprietorship Partnership LLC Corporation—years business incorporated _____

Number of current employees _____ Estimated number of new employees within the next two years as a result of this loan _____

New Project Information

Street address of project _____

City _____ State _____ Zip _____ County _____

What is the square footage of the new building? _____ What is the square footage your company will occupy?*

*Please note—we require your company to occupy 51% of an existing building or 60% of a new building.

Escrow closing date _____ Realtor's name _____ Phone _____

How will the property be vested (i.e. individually, husband and wife, partnership, LLC, corporation, trust...)? _____

If there are any tenants that will remain in the building, please provide the following information: Also, please have your realtor provide copies of all existing leases.

Tenant name	Square footage	Lease expiration	Rent amount

Checklist

Please provide the following documents and information

Business information (Borrowing entity & all affiliate entities)

<input checked="" type="checkbox"/>	Business financial statements for the last three years
<input checked="" type="checkbox"/>	Projections (form attached)
<input checked="" type="checkbox"/>	Interim financial statement dated within the last 60 days
<input checked="" type="checkbox"/>	Business debt schedule (form attached)
<input checked="" type="checkbox"/>	Federal tax returns for the last three years
<input checked="" type="checkbox"/>	Other _____

Legal entity documents (as applicable)

<input checked="" type="checkbox"/>	Sole Proprietorship— Fictitious Business Name Statement (filing and proof of publication with county recorder's stamp)
<input checked="" type="checkbox"/>	Corporation—Articles of Incorporation, Corporate Bylaws and Stock Certificates
<input checked="" type="checkbox"/>	Partnerships (General, Limited or Limited Liability)— Partnership Agreement (with all exhibits) and State Registration, if any
<input checked="" type="checkbox"/>	Limited Liability Company —Articles of Organization Form (LLC-1) and Operating Agreement
<input checked="" type="checkbox"/>	Trust—Trust Agreement with all exhibits

Personal information (for each individual with 20% or greater ownership)

<input checked="" type="checkbox"/>	Personal tax returns for the last three years
<input checked="" type="checkbox"/>	Personal resumé (form attached)
<input checked="" type="checkbox"/>	Personal financial statement (form attached)

Real estate information

<input checked="" type="checkbox"/>	Real Estate Purchase Agreement and Escrow Instructions OR Escrow Closing Settlement Sheet and Grant Deed
<input checked="" type="checkbox"/>	Construction cost budget and/or equipment bids
<input checked="" type="checkbox"/>	Existing environmental studies

References

Bank Name _____ Account Officer _____ Phone _____
Accountant _____ Firm Name _____ Phone _____
Attorney _____ Firm Name _____ Phone _____
Property Insurance _____ Insurance Agent _____ Phone _____

Company Ownership

Name _____ Title _____ % of Ownership _____

If a corporation, please indicate who is President and Secretary

Affiliate Businesses

List any other business owned by any principal with 20% or more ownership in operating company.

Business Name _____ Owner _____ % of Ownership _____
Business Name _____ Owner _____ % of Ownership _____
Business Name _____ Owner _____ % of Ownership _____
Business Name _____ Owner _____ % of Ownership _____

Existing Business Locations

Business Address _____ Own [x] Lease [x] Replaced by new facility? [x] Yes [x] No
Square Feet _____ Mortgage/Lease payment \$ _____ Lease expiration _____
Business Address _____ Own [x] Lease [x] Replaced by new facility? [x] Yes [x] No
Square Feet _____ Mortgage/Lease payment \$ _____ Lease expiration _____
Business Address _____ Own [x] Lease [x] Replaced by new facility? [x] Yes [x] No
Square Feet _____ Mortgage/Lease payment \$ _____ Lease expiration _____
Business Address _____ Own [x] Lease [x] Replaced by new facility? [x] Yes [x] No
Square Feet _____ Mortgage/Lease payment \$ _____ Lease expiration _____

Total Project Costs

Enter Dollar Amounts Enter Dollar Amounts
Real estate (land and building) \$ _____ Acquisition of existing business \$ _____
New construction/expansion/repair \$ _____ Payoff SBA loan \$ _____
Acquisition and/or repair of machinery and equipment \$ _____ Payoff bank loan (non SBA associated) \$ _____
Inventory purchase \$ _____ Other debt payment (non SBA associated) \$ _____
Working capital (including loan fees) \$ _____ TOTAL PROJECT \$ _____

Personal Resumé Form

To be completed by each principal involved in the loan. Please make copies as needed for each individual.

Name FIRST _____ MIDDLE _____ LAST _____ SSN #: _____

Former Name FIRST _____ MIDDLE _____ LAST _____ WHEN USED _____

Date of Birth _____ Place of Birth _____

Residence Telephone (_____) _____ Business Telephone (_____) _____

Residence Address STREET _____ CITY _____ STATE _____ ZIP _____ FROM _____ TO _____

Previous Address STREET _____ CITY _____ STATE _____ ZIP _____ FROM _____ TO _____

Are you employed by the U.S. Government? _____ Agency/Position _____

Spouse Name _____ SSN # _____ Date of Birth _____ Place of Birth _____

Personal information

Are you a U.S. Citizen? (If no, please provide a copy of your Alien Registration or Visa Card). Yes No

Is your spouse a U.S. citizen? (If no, please provide a copy of their Alien Registration or Visa Card). Yes No

Are you presently under indictment, on parole or probation? (If yes, furnish details in separate exhibit. List name(s) under which held, if applicable.) Yes No

Have you ever been charged with or arrested for any criminal offense other than a minor motor vehicle violation? (If yes, furnish details in separate exhibit. List name(s) under which held, if applicable.) Yes No

Have you ever been convicted of any criminal offense other than a minor motor vehicle violation? (If yes, furnish details in separate exhibit. List name(s) under which held, if applicable.) Yes No

Indicate gender (optional) Male Female

With which race you more closely identify? Choose only one (optional):

- African American Native American (other than Eskimo or Aleut) Eskimo or Aleut
- Asian or Pacific Islander White Hispanic
- Other _____

Education (college or technical training)

Name and Location	Dates Attended	Major	Degree or Certificate
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Military Service background

Branch _____ From _____ To _____
Honorable Discharge? Yes No Vietnam Veteran? Yes No

Work Experience

List chronologically, beginning with present employment. Attach separate exhibit if necessary

Company name/location _____
From _____ To _____ Title _____
Duties _____

Company name/location _____
From _____ To _____ Title _____
Duties _____

Company name/location _____
From _____ To _____ Title _____
Duties _____

Credit Report Authorization

I declare that the information provided in this application is true and correct. I hereby authorize the release of any and all credit report and other information required in the processing of my loan application and as required in the servicing and/or during the term of my loan. I further authorize American Capital Funds, its affiliates and its suc-cessor to release such information to any entity as required in the processing of my loan application.

I/We hereby certify that the enclosed information, including any attachments or exhibits provided herewithin or at a later date is valid and correct to the best of my/our knowledge.

Signature of applicant _____ Date _____

Signature of spouse _____ Date _____

Company Name _____

Describe the type of business you are in and how/why you became involved _____

Type of products or services offered (include any catalogs or brochures) _____

Geographic market area served _____

What is your outlook concerning the business activity in which you are engaged? _____

How will this loan benefit your company? _____

Will this loan create new employment opportunities? Yes No If yes, state how: _____

Customer profile

What primary markets use your products? _____

List key customers _____

List major competitors _____

Major suppliers _____

Future plans (What is your growth strategy? Rapid growth, moderate, or maintain market position? What are the impediments that may impede your success?) _____

Major past accomplishments, how your business differs from the competition, and your competitive advantages: _____

Marketing analysis and strategy (Explain your promotional, pricing, and distribution strategies?) _____

Previous SBA or other Federal Government Debt

Name of agency _____ Original amount of loan _____

Date of request _____ Approved or declined _____ Current balance _____ Status Current Past Due

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Date of request _____ Approved or declined _____ Current balance _____ Status Current Past Due

Have you or any officer of your company ever been involved in bankruptcy or insolvency proceedings? If yes, please provide details Yes No

Are you or your business involved in any pending lawsuits? If yes, please provide details Yes No

Do you or your spouse or any member of your household, or anyone who owns, manages, or directs your business or their spouses or members of their households work for the Small Business Administration, Small Business Advisory Council, SCORE, ACE, any Federal Agency, or the participating lender? If yes, please provide the name and address of the person and the office where employed. Yes No

Do you buy from, sell to, or use the services of any concern in which someone in your company has a significant financial interest? If yes, please provide details. Yes No

Does your business presently engage in export trade? Yes No

Do you have plans to begin exporting as a result of this loan? Yes No