

**LEE –RUSSELL COUNCIL OF GOVERNMENTS**  
**2207 Gateway Drive**  
**Opelika, AL 36801**  
**334-749-5264, FAX (334)749-6582**

<p style="text-align: center; font-weight: bold; font-size: 1.2em;">APPLICATION FOR FINANCING</p>	<p style="text-align: center; font-weight: bold; font-size: 0.8em;">FOR OFFICE USE ONLY</p>
<p>Instructions:            Complete all portions of application and attach requested exhibits</p> <p>NOTE: Not all businesses and/or projects qualify for financing. Prior to completing this form, potential applicants need to contact LRCOG to determine eligibility.</p>	<p>EDA RLF _____            State RLF _____</p>

**I. Applicant Information**

Name of Business: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ County: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Date Established: \_\_\_\_\_ Employer Identification Number: \_\_\_\_\_  
 New Business: \_\_\_\_\_ Existing Business: \_\_\_\_\_  
 Type of Business (Product or Service): \_\_\_\_\_  
 Woman Owned: \_\_\_\_\_ Minority Owned: \_\_\_\_\_  
 Organizational Structure: (Check One)  
     C Corporation \_\_\_\_\_  
     S Corporation \_\_\_\_\_  
     Partnership \_\_\_\_\_  
     Proprietorship \_\_\_\_\_  
     Limited Liability Company \_\_\_\_\_  
 Number of Employees: Present \_\_\_\_\_ Projected after Loan Approval \_\_\_\_\_  
 Name of Individual Completing This Form: \_\_\_\_\_  
 Project Location (If Different From Above): \_\_\_\_\_

**II. Ownership Information. Provide the following information on the owner(s) of the business.**

Is business applicant at least 51% owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

Name/Title	Social Security #	% Ownership	Annual Compensation

**III. Officer Information:**

Provide Names and Addresses for the Following:

President: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Secretary: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Vice President: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Treasurer: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Directors:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IV. Sources and Uses of Project Funds**

USES	LRCOG	PRIVATE LENDER	EQUITY	OTHER	TOTAL USES
Land Acquisition					
Land Improvement					
Building/Purchase					
Building/Renovation					
Building/Construction					
Machinery & Equipment					
Furniture & Fixtures					
Working Capital					
Other (List)					
Total Sources:					

**V. Information on Participating Private Lender(s)**

Name of Lender: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Loan Officer: \_\_\_\_\_ Telephone: \_\_\_\_\_

**VI. Other Sources of Financing (Attach Additional Sheets if Necessary)**

Name of Lender: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

**VII. References (Banking & Trade)**

- 1. Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_
- 2. Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_
- 3. Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

**VIII. Security or Collateral Offered, If Approved**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IX. Exhibits: All Exhibits Must Be Signed And Dated. A Complete Business Plan Can Be Substituted For The Exhibits Below.**

- \_\_\_\_ 1. A brief description of the business and project being financed. Exhibit A.
- \_\_\_\_ 2. A three-year schedule of jobs that will be created or saved as a result of this financing. In the case of "saved" jobs, provide justification that the jobs would be lost without LRCOG's assistance. Exhibit B.
- \_\_\_\_ 3. Balance sheets and income statements for previous three years. Exhibit C.
- \_\_\_\_ 4. A current balance sheet and operating statement (not over 90 days old). Exhibit D.
- \_\_\_\_ 5. A projected balance sheet and projected operating statement (with assumptions) for 3 years after financing. Exhibit E.

- \_\_\_\_ 6. The names of affiliates and/or subsidiary firms. Last fiscal year-end financial statement for the listed firms. Exhibit F.
- \_\_\_\_ 7. Resumes of key management personnel. Exhibit G.
- \_\_\_\_ 8. Personal financial statement of the owner(s) of the business. Exhibit H.
- \_\_\_\_ 9. Preliminary plans and specifications covering new construction, and an itemized list of machinery and equipment to be purchased. Exhibit I.
- \_\_\_\_ 10. A letter from the participating lender(s) stating the terms and conditions of its participation. Exhibit J.
- \_\_\_\_ 11. A list of collateral to be offered as security for the LRCOG loan (Note: An independent appraisal may be required). Exhibit K.
- \_\_\_\_ 12. A marketing plan which includes an analysis of competitors. Exhibit L.
- \_\_\_\_ 13. Environmental Questionnaire (if applicable). Exhibit M.
- \_\_\_\_ 14. Supporting documentation such as credit reports, letters of intent, letters of reference, contracts, legal descriptions, patents or pending patents, copies of leases, feasibility studies, etc. Attach as appropriate. Exhibit N.
- \_\_\_\_ 15. Business and personal tax returns from previous 3 years. Exhibit O.
- \_\_\_\_ 16. Other documentation as requested. Exhibit P.

**X. General Certification:**

Applicant: The undersigned certifies that he/she is the \_\_\_\_\_(Title) of the applicant business applying for financing from LRCOG, that he/she is familiar with the records of the borrower and contents of this application, and that he/she is authorized to submit and sign the application. The information contained in this application, including all exhibits, is to the best knowledge of the undersigned, complete and accurate and presents fairly the condition of the applicant and projects accurately its intended operations for the period set forth in this application. I have received a Revolving Loan Fund Fact Sheet, and I understand that the RLF program can be utilized only when credit is not otherwise available.

Applicant: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**XI. EDA Revolving Loan Fund Certification  
(Note: Applies to EDA RLF applicants only as determined by LRCOG)**

The purpose of the RLF is to support business activities for which credit is not otherwise available on terms and conditions which would permit completion and/or the successful operation or accomplishment of the project in Lee and Russell Counties. The lender reserves the right to recall the loan if these requirements are not met. Please consult with the Lee-Russell Council of Governments regarding availability of eligible funds.

**CERTIFICATION, CREDIT AUTHORIZATION, AND CONFIDENTIALITY OF RECORDS:**

I/We certify that the information provided in this application is true and correct as of the date set forth opposite my/our signature(s) on this application and acknowledge my/our understanding that any intentional or negligent misrepresentation(s) of the information contained in this application may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both and liability for monetary damages to the Lender, its agents, successors and assigns, insurers and any other person who may suffer any loss due to reliance upon any misrepresentation which I/We have made on this application.

Certain records of LRCOG are designated **CONFIDENTIAL AND WILL NOT BE MADE AVAILABLE FOR PUBLIC INSPECTION**. This includes the disclosure of tax or other financial information, LRCOG’s assessment of an applicant’s creditworthiness, records obtained by LRCOG in connection with the monitoring or servicing of an existing project, proprietary information, or information regarding the financial status of the applicant.

**AUTHORIZATION BY APPLICANT TO RELEASE INFORMATION AND AUTHORIZE CREDIT INQUIRIES:**

I/We have applied for a loan from the Lee-Russell Council of Governments (LRCOG), and as part of the application process, LRCOG may verify information contained in my/our loan application and in other documents required in connection with the loan, either before or after the loan is closed. I/We request that all information provided and developed by LRCOG or its staff or agents with respect to this application for financial assistance be designated confidential and not open for public inspection.

Credit reports may be obtained in connection with the application. Upon your request, you will be informed whether or not credit reports were obtained, and if reports were obtained, you will be informed of the name and address of the consumer reporting agency that furnished the report. I/We also authorize the participating lender to make whatever credit inquiries on behalf of LRCOG that are necessary in order to complete this application.

The information obtained through any inquiries by LRCOG will be used for the purpose of this application only.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guarantor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guarantor

\_\_\_\_\_  
Date