

LOAN APPLICATION

Each application is assessed individually. There is no automatic guarantee of a loan.

Section A: Applicant Information:

Business Name..... Contact Name.....
 Date of birth..... FEIN or SS #.....
 Home telephone number..... Mobile number

Email..... Website.....

Mailing Address.....
 Physical Address (if different):.....

Employment details

Employment status: employed / self-employed / retired / unemployed / student (circle as appropriate)

Occupation

If employed: Name of employer.....

Address of employer.....

Can you be contacted there? Yes/ No Telephone..... Time with current employer.....

Net Monthly Salary \$..... Position..... Name of Supervisor.....

Section B: Assets:

1. Checking Account Bank/Branch: _____	Acct #:	\$
2. Cash		\$
3. Stocks and/or Bonds (issue type and # Shares)		\$
4. Automobiles (make, model, year)		\$
5. Cash Value of Life Insurance (Issuer, face value)		\$
6. Real Estate (location, date acquired)		\$

If more space is required, attach separate sheet

Total Assets: \$ _____

Section C: Debts:

List all loans and debts outstanding at present time (including liability as co-signor, Guarantor or Endorser)

Creditor	What kind of debt/acct #	Original Debt	Present Balance	Monthly payment	Name in which debt is carried

If more space is required, attach separate sheet

Total Liabilities: \$ _____

	Yes	No
Are you co-maker, endorser, or guarantor on any loan contract?		
If "yes", for whom? And to whom?		
Are there any unsatisfied judgments against you?		
If "yes", to whom owed? And amount?		
Have you been declared bankrupt in the last 14 years?		
If "yes", where? And what year?		
Have you ever settled a debt for less than full payment?		
If "yes", give details		
Have you been rejected by traditional financial lending institutions for this request?		
Are you current on Town, State and Federal Taxes?		

Section D: Brief History of Business:

Please describe below or attach a one page executive summary from business plan

Section E: Project Information:

Please see supporting documentation list for full project description requirement in addition. There will be a personal interview with RLF Committee prior to loan application process completion.

Business Description

Legal form of Business

Number of Employees.....

Number of Jobs to be created with 12-18 months.....

Community benefits resulting from the project.....

.....

Brief Project Description:

Loan Request

Reason for loan.....

Amount of Request \$ Term of Loan

Available Collateral for Project.....

Supporting Documentation Checklist*

◆ Full Project Description: describe the purpose for which the loan will be used, the total project cost, and the amount of the loan request.	
◆ Business Plan: describe short and long term goals of the business. Include information that describes the business environment, size and character of market, major competitors, major customers, uniqueness of product or service, special skill of borrower, general marketing and production plan, location, key personnel and management plan.	
◆ Financial statements for two years past and projections for two years forward.	
◆ List of equipment: land, building, etc to be purchased	
◆ Three years signed tax returns: corporate or personal	
◆ Personal Resume or Business History	
◆ List of existing business and personal loans used for business purposes, to include their original date and amount, current balance and maturity date	
◆ List of any town, state and federal permits required for the project and status of them	
◆ Prior to closing of loan if approved: requested insurance documentation	

***The application cannot be accepted until all the paperwork is complete.**

Section F: References:

List of Credit References - Name, Address and Phone Number

1.
2.
3.
4.

Applicant Signature

The above information is furnished for the purpose of procuring credit and is to be regarded as continuous until another shall substitute for it. If any of the representations made above prove to be untrue, all of the obligations of the undersigned to or held by you, either as a borrower or guarantor, shall immediately become due and payable without demand or notice. I authorize you to obtain such credit information as you may require concerning the statements made in this application and I agree the application shall remain your property whether or not a loan is granted. I hereby certify that all statements made, including those on the first page hereof, are true and complete and for the purpose of obtaining credit. I have no other debts.

Applicants signature: **Date:**

Second applicant (if joint account):

Please submit completed application and documentation via us mail to
 Bradford Revolving Loan Fund: PO Box 339 Bradford, VT 05033
 Or in person to:
 Town of Bradford, Town Clerk's Office
 Bradford Academy Building, First Floor, Bradford, Vermont

Due to the confidential nature of personal, corporate and financial information requested do not email or fax application and documents.

For any questions or further information please direct questions to:
 Erin Odell- Revolving Loan Committee
 Erin1542@yahoo.com or call Town of Bradford Town Clerk: 802-222-4727

