

**Winchester EDA**  
**Commercial Façade Loan Fund**  
**APPLICATION**

Name of Business:	Tax ID#:
Property Address:	Telephone #:
Website:	Date Established:
Applicant:	Telephone #:
Address:	Email:
Co-Applicant:	Telephone #:
Address:	Email:
Property Owner:	Telephone #:
Property Owner's Address:	Email:
Structure of Borrower (Check One) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> S-Corporation <input type="checkbox"/> C-Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Other: _____	
Is this business: <input type="checkbox"/> New <input type="checkbox"/> Existing	Is this business in the Enterprise Zone? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
Amount Requested: _____	

**MANAGEMENT & OWNERSHIP**

(Proprietor, partners, key personnel, officers, directors and all shareholders 100% ownership must be shown.  
 Use separate sheet if necessary.)

Name:	Title:	# Years with Business:
Address:		% Owned:
Telephone #:	Email:	
Name:	Title:	# Years with Business:
Address:		% Owned:
Telephone #:	Email:	
Name:	Title:	# Years with Business:
Address:		% Owned:
Telephone #:	Email:	



**REFERENCES**

Provide five professional references including at least one creditor and one trade reference.)

Name of Reference:	# Years Known:
Relationship:	Telephone #:
Address:	
Name of Reference:	# Years Known:
Relationship:	Telephone #:
Address:	
Name of Reference:	# Years Known:
Relationship:	Telephone #:
Address:	
Name of Reference:	# Years Known:
Relationship:	Telephone #:
Address:	
Name of Reference:	# Years Known:
Relationship:	Telephone #:
Address:	

**DISCLOSURES**

1. Have you or any officers of the company ever declared bankruptcy or defaulted on any financial or contractual obligation? YES\_\_\_\_\_ NO\_\_\_\_\_
2. Are you or your business involved in any pending litigation? YES\_\_\_\_\_ NO\_\_\_\_\_
3. Are you or your business delinquent on any federal, state or local taxes? YES\_\_\_\_\_ NO\_\_\_\_\_
4. Have any of the individuals listed in the "Management & Ownership" section been convicted of a felony? YES\_\_\_\_\_ NO\_\_\_\_\_

**CERTIFICATION AND CONSENT TO RELEASE OF INFORMATION**

I authorize Winchester Economic Development Authority to make inquiries as necessary to verify the accuracy of the statements made and to determine by credit worthiness. I certify the above information and statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of obtaining a loan.

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

Title : \_\_\_\_\_

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

Title : \_\_\_\_\_

## ADDITIONAL INFORMATION TO INCLUDE WITH APPLICATION

COMPLETE THIS CHECKLIST BY CHECKING THE "YES" BOX IF YOU HAVE SUBMITTED THE INFORMATION  
OR THE "N/A" BOX IF IT IS NOT APPLICABLE TO YOUR PROJECT.

### HAVE YOU SUBMITTED?

#### INDIVIDUAL INFORMATION

YES    N/A

		1. Personal Financial Statement for each owner with twenty percent (20%) or greater ownership or any co-signers and/or guarantors for the requested loan. Form Attached.
		2. Most recent two (2) years personal Federal Income Tax returns (1040) for each owner with twenty percent (20%) or greater ownership.
		3. Resumes for individuals listed in "Management & Ownership" section of application.

#### BUSINESS INFORMATION

YES    N/A

		1. A complete Loan Application.
		2. Balance Sheets, Income Statements, and Cash Flow Statements for the last two (2) years.
		3. Federal Income Tax returns prepared for the business for the last two (2) years.
		4. Projected Balance Sheets, Income Statements, and Cash Flow Statements for two (2) years. (First year on a month-by-month basis for new businesses.)
		5. Most recent interim year-end Balance Sheet, Income Statement, and Cash Flow Statement for your business.
		6. List of vendor/supplier cost estimates (including installation) of machinery, equipment, furniture, or fixtures to be purchased with the loan.
		7. A copy of your lease agreement or a proposed lease agreement (tenant leases for real estate projects). Prior to closing, a fully executed lease agreement and landlord's waiver will be required.
		8. Details if you, or other stockholders or partners, ever defaulted on loan obligations or were involved in bankruptcy proceedings.
		9. Details if your present company(ies), or any of your past business enterprises, ever defaulted on financial or contractual obligations or filed for bankruptcy.
		10. Details if you, or your business, is involved in any lawsuits, pending or otherwise.
		11. Details if you, other stockholders or partners, were ever convicted of a felony.
		12. A copy of the franchise agreement if your business is a franchise.
		13. A copy of your company's organizational documents. (i.e. Articles of Incorporation, By-Laws, Partnership Agreement, Fictitious Name Documents, etc.)