



PARKERSBURG ECONOMIC DEVELOPMENT  
Revolving Loan Fund Required Materials

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

Please Return the following to Parkersburg Economic Development

- A. Completed Permission to run a credit check form;
- B. Executed Form AD-1048;
- C. Executed Form 1940-20;
- D. Income Tax Statements (past 3 years);
- E. Current Personal Financial Statement;
- F. Current Balance Sheet;
- G. YTD Profit and Loss Statement for the business (if available);
- H. Business Balance Sheets;
- I. Profit and Loss Statements for each of the past 3 years (if available);
- J. 3 Year Income and Expense Projection;
- K. Data Collection information;
- L. Completed application form;
- M. Completed Beneficial Ownership form;
- N. Proof of Identity.
- O. Signed Understanding of RLF Criteria Agreement form

## Parkersburg Economic Development Revolving Loan Fund Application

**GENERAL INFORMATION**

Name of Applicant: \_\_\_\_\_

Street Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

 Legal Entity  Sole Proprietorship  Partnership  Corporation  Limited Liability Corp.

Federal Employer ID # \_\_\_\_\_ Date Business Established: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Percentage Owned: \_\_\_\_\_ Co-Owner(s): \_\_\_\_\_

Name of Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

Bank Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Account Number: \_\_\_\_\_

Is the Applicant a United States Citizen or Entity?  Yes  NoHas the Applicant ever been in receivership or bankruptcy?  Yes  NoIs there any legal action pending against the applicant?  Yes  NoHas the applicant ever co-signed someone else's liabilities?  Yes  NoDoes the applicant have any taxes in delinquent status or dispute?  Yes  NoAre all the state and federal income taxes filed?  Yes  NoOther business names used by the applicant? If yes, please list.  Yes  No

**USES & SOURCES OF FUNDS**

Uses of Funds- Enter Gross Dollar Amounts Rounded to the Nearest Hundreds

Purpose	RLF	Bank	Personal	Other	Total Funds
Machinery & Equipment					
Building Acquisition					
Furniture & Fixtures					
Working Capital					
Building/Remodeling					
Misc- Business Acq.					
Total					

**JOB CREATION**

Please complete the following tables concerning jobs created or brought into the Parkersburg area.

**JOBS CREATED**

Position	Full Time	Part Time	Total

**JOBS SAVED**

Position	Full Time	Part Time	Total

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability, or marital or family status. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). "USDA is an Equal Opportunity provider and employer."

I certify that everything I have stated in this application and on any attachments is correct. The Parkersburg Economic Development is authorized to make all inquiries it deems necessary to verify the accuracy of the information contained herein and to determine the creditworthiness of the undersigned. Applicant(s) will promptly notify Parkersburg Economic Development of any subsequent changes that would affect the accuracy of this Statement. Parkersburg Economic Development is further authorized to answer any questions about Parkersburg Economic Development's credit experience with the Applicant(s).

By signing below, each representative of the Applicant declares that he/she has read and understands the statement above.

Signature\_\_\_\_\_

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

Signature\_\_\_\_\_

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

Signature\_\_\_\_\_

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

## Data Collection Information

In order to meet the requirements of the Federal Register Vol 62 No. 210, Revision to the Standards for the Classification of Federal Data on Race and Ethnicity, all application forms for Rural Development financed programs must include below the signature and date block the following disclosure statement:

“The following information is requested by the Federal Government for certain types of loans, in order to monitor the lender’s compliance with equal credit opportunity. You are not required to furnish this information, but are encouraged to do so. The law requires that a lender may neither discriminate on the basis of this information nor on whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations, this lender is required to note race/ethnicity on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below.”

I do not wish to furnish this information

Ethnicity:

Hispanic or Latino

Not Hispanic or Latino

Race: (Mark one or more)

White  Black or African American

American Indian / Alaska Native  Asian

Native Hawaiian or Pacific Islander

Gender: Male

Female: