

## WCEDC RLF LOAN FUND APPLICATION FORM

Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ No. of Employees: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Date Established: \_\_\_\_\_

The following chart illustrates who will be providing the **SOURCE OF FUNDS** (e.g. bank, county, owners, etc.) and what will be the **USE OF** those **FUNDS** (equipment, operations, building, etc.)

USE OF FUNDS	SOURCE OF FUNDS	TOTAL

IF APPROVED, LOAN TERMS WILL BE DETERMINED BY THE WAUPACA COUNTY ECONOMIC DEVELOPMENT CORPORATION RLF REVIEW COMMITTEE.

### MANAGEMENT/OWNERS

NAME	ADDRESS	% OWNED

Name of Participating Private Lending Institution: \_\_\_\_\_

Name of Commercial Loan Officer: \_\_\_\_\_

1. Has the company, any officer, subsidiary or affiliate ever been involved in bankruptcy or insolvency proceedings? Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, please provide the details as a separate exhibit.
2. Has the company, any officer, subsidiary or affiliate been involved in any lawsuits? Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, please provide the details.
3. Are you, other management/owners of your company, or any immediate family members affiliated with WCEDC? If yes, please fill in the name(s) below.  
Name(s):\_\_\_\_\_
4. Do you, the other management/owners of the company, or the company own a controlling interest in another business? Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, please provide the name of the business, a current balance sheet, and a current operating statement as separate exhibits.
5. Do you, or the other management/owners of the company, buy from, sell to, or use the services of any business in which one of these people has a significant financial interest? Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, please provide the details as a separate exhibit.
7. Have any of the individuals listed under the management/owners section ever been convicted of a crime? Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, please provide the details as a separate exhibit.

I certify that all information in this application is true and complete to the best of my/our knowledge. I/We agree to pay for, or reimburse, WCEDC for the cost of any surveys, title or mortgage examinations, appraisals, or other work related to this application and performed by non-WCEDC personnel.

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Owner/Manager

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Date

**PLEASE SEND THE FOLLOWING INFORMATION WITH THE APPLICATION**

1. Balance Sheets and Profit/Loss Statements for previous three fiscal years.
2. Balance Sheet and Profit/Loss Statement for interim period (if applicable).
3. Aging of Accounts Receivable and Payable.
4. Three years of financial projections that include income statements, balance sheets and cash flow statements with the first year presented on a month-by-month basis.
5. A brief history of the existing or proposed business, including when it started or is to start, type of operation, legal structure, markets, products, key customers and clients
6. Resumes for all individuals listed under the Management/Owners section. Personal financial statements for all individuals, listed under the Management/Owners section, that own 20% or more of the company.
7. If equipment will be purchased with the loan proceeds, submit a list of the equipment to be purchased.
8. Commitments from all private funding organizations. The commitments should contain no contingencies other than the receipt of Revolving Loan Fund monies.
9. A copy of the lending institution's credit analysis.

## CERTIFICATION STATEMENT

### THE APPLICANT:

1. Certifies that to the best of its knowledge and belief, the information being submitted to the Waupaca County Economic Development Corporation is true and correct.
2. Certifies that the applicant is in compliance with all laws, regulations, ordinances and orders of public authorities applicable to it.
3. Certifies that the applicant is not in default under the terms and conditions of any grant or loan agreements, leases, or financing arrangements with its other creditors.
4. Certifies that the Waupaca County Economic Development Corporation is authorized to obtain a credit check and Dun and Bradstreet report on the applicant, the business and/or the individual(s).
5. Certifies that the applicant has disclosed and will continue to disclose any occurrence or event that could have an adverse material impact on the project. Adverse material impact includes but is not limited to lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory intervention or inadequate capital to complete the project.
6. Understands that unless it qualifies as trade secret, all information submitted to the Waupaca County Economic Development Corporation is subject to Wisconsin's Open Records Law.

The applicant requests that the Waupaca County Economic Development Corporation treat the following items as TRADE SECRET:

	Yes	No	NA
A. Personal financial statements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Personal or business tax returns.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Historical business financial statements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Business financial projections.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Business history information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
: _____			

**If page 3 is left blank, then all information provided to the Waupaca County Economic Development Corporation will be open to examination and copying.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Authorized Representative)

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Authorized Representative)