

PROPOSED EMPLOYMENT: _____ (NEW/ADDED JOBS RELATED TO PROJECT)

PROJECT NARRATIVE: _____

TYPE OF ASSISTANCE REQUESTED:

___ FINANCING AMOUNT: \$ _____ TERM: ___ YEARS RATE: ___%

USE OF FUNDS: (Check all that apply)

- ___ PURCHASE LAND ___ PURCHASE BUILDING
- ___ CONSTRUCTION ___ RENOVATION
- ___ MACH/EQUIP ___ WORKING CAPITAL
- ___ OTHER (Describe) _____

SOURCES AND USES OF ALL PROJECT FUNDS

<u>ACTIVITY DESCRIPTION</u>	<u>TOTAL COST</u>	<u>(Breakdown)</u>		
		<u>LENDER</u>	<u>CITY</u>	<u>EQUITY</u>
LAND/BUILDING	\$ _____	\$ _____	\$ _____	\$ _____
MACH/EQUIP	\$ _____	\$ _____	\$ _____	\$ _____
WORK CAPITAL	\$ _____	\$ _____	\$ _____	\$ _____
INTERIM FINANCE	\$ _____	\$ _____	\$ _____	\$ _____
ADMINISTRATION	\$ _____	\$ _____	\$ _____	\$ _____
OTHER: _____	\$ _____	\$ _____	\$ _____	\$ _____
PROJECT TOTALS:	\$ _____	\$ _____	\$ _____	\$ _____

ACKNOWLEDGEMENTS and ATTACHMENTS:

- A. A signed Certification of Assurances
- B. Resume of Principal(s)
- C. Business Plan (including):
 - 1) Cash flow/income projections, monthly for first year and annual for years two and three, with assumptions
 - 2) Management plan
 - 3) Market demand summary/Purchase orders
- D. Preliminary (site/building) plans and/or equipment list and cost estimates
- E. Options to Purchase (land/buildings/equipment)
- F. Appraisal of land/buildings and equipment (equity)
- G. Personal Financial Statement of Principal(s)
- H. Commitment Letters from bank/lender
- I. Income Statements for the last 3 years (except startup)
- J. Balance sheets for the last 3 years (except startup)

The Applicant hereby certifies that all information in this application, and all information furnished in support of this application is given for the purpose of obtaining assistance under the Economic Development Plan and is true and complete to the best of the Applicant's knowledge and belief. Verification may be obtained from any source named herein, provided that any and all information related to the financial status of the business shall be held confidential and not subject to review by the public.

Signature of the Applicant: _____

Title: _____

Date signed: _____

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REFERRED TO REVIEW COMMITTEE:

_____ Date

RECOMMENDATIONS – REVIEW COMMITTEE:

__APPROVAL Letter of Recommendation: _____

__DISAPPROVAL (Reasons):

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CITY ACTION: _____

Date

__APPROVAL Resolution: _____

__DISAPPROVAL (REASONS):

