

**Greater Alpena Industrial Development Corporation
Pre-application for Business Financing**

Business Information

Applicant _____ Firm/Trade Name _____

Business Address _____

Telephone Numbers: Business () _____ Street _____ Post Office _____ Zip Code _____
Home () _____

County in Business is or will be located _____

Type of Business _____

Date Established ___/___/___ Employer I.D. _____

Type of Organization: ___ Sole Proprietorship ___ Partnership ___ Corporation

Management:

Name	Title	% of Ownership
_____	_____	_____
_____	_____	_____
_____	_____	_____

Project Information

Brief Summary Project Description

Project Location _____

Estimated Total Project Cost \$ _____

Proposed Uses:

Land \$ _____
Existing Building _____
Construction _____
Machinery & Equip. _____
Working Capital _____
Other _____
Total Uses \$ _____

Proposed Sources:

Applicants Equity \$ _____
Financial Institution _____
Other Private Lenders _____
Target RLF Funding _____
Other _____
Other _____
Total Uses \$ _____

Loan Terms Requested:

Financial Institution _____ Years
Other Private Lender _____ Years
Target Revolving Loan _____ Years
Other _____ Years

Participating Financial Institution _____

Present Number of Employees _____ Projected Number with Financing _____

Additional Comments:

APPLICANT SIGNATURE _____ DATE SIGNED _____

**Target Alpena Development Corporation
Application for Business Loan**

The Following Must Be Complete Where Applicable

1. Provide a brief history and description of the business and a paragraph describing expected benefits it will receive from the loan. (Exhibit A)
2. Submit a business plan regarding marketing and sales or complete the enclosed business plan on SBA Form 1107. (Exhibit B)
3. Submit a Personal History Statement for each person e.g. owners, partners, officers, directors, major stockholders, etc.; the instructions are on SBA Form 912. (Exhibit D)
4. Furnish a signed current personal balance sheet (SBA Form 413 may be used) for each stockholder with 20% or more ownership, partner, officer, and owner. Social Security numbers should be included on each personal financial statement. (Exhibit D)
5. Include a balance sheet, profit and loss statement, and reconciliation of net worth for the previous three years, signed and dated. (Exhibit E)
6. Include a current balance sheet, profit and loss statement, reconciliation of net worth and aging of accounts receivable and payable (no older than 90 days). (Exhibit F)
7. Provide a pro forma balance sheet and projected operating statement for two years. (Exhibit G)
8. Provide a brief description of the educational, technical and business background for all the people listed under Management in the Application. (Exhibit H)
9. Provide a financial institution's letter stating the terms and conditions of its participation. (Exhibit I)
10. Do you have any co-signers and/or guarantors for this loan? If so, please submit their names, addresses and personal balance sheet(s). (Exhibit J)
11. Are you buying machinery or equipment with your loan money? If so, you must buy a list of the equipment and cost as quoted by the seller and his name and address. Verify the useful life of machinery & equipment. (Exhibit K)
12. Have you or any officers in your company ever been involved in bankruptcy or insolvency proceedings? If so, please provide the details in Exhibit L.
13. Are you or is your business involved in any pending lawsuits? If yes, please provide the details in exhibit M.
14. Do you or your spouse or any member of your household, or anyone who owns, manages, or directs your business or their spouses or members of their household on the Target Alpena Development Corporation, its staff or its Loan Administration Committee? If so, please provide the name and address of the person(s). (Exhibit N)
15. Does your business, its owners or majority stockholders own or have a controlling interest in other businesses? If yes, please provide their names and the relationship with your company along with a current balance sheet and operating statement for each. (Exhibit O)
16. Do you buy from, sell to, or use the services of any concern in which someone in your company has a significant financial interest? If yes, provide details on a separate sheet of paper. (Exhibit F)

17. Provide a resolution from Board of Directors, if a Corporation, authorizing the business to borrow and the Corporation's Articles of Incorporation. If a partnership, provide a Partnership Agreement and completed Certificate as to Partner's form. If your business is a franchise, include a copy of the franchise agreement and a copy of the FTC disclosure statement supplied to you by the Franchiser. (Exhibit Q)
18. If you are applying for funds for construction, provide copies of preliminary construction plans and specifications. Final plans will be required prior to disbursement. (Exhibit R)
19. Provide a list of collateral to be offered as security for the loan (Complete the "Summary of Collateral" form) (Exhibit S)
20. Provide evidence of hazard insurance for property being financed. (Exhibit T)
21. If real estate is being purchased, provide an environmental assessment of the property. (Exhibit U)

Certification and Understandings:

I/We certify that all information in this application and the Exhibits are true and complete to the best of my/our knowledge and are submitted to Target Alpena Development Corporation so that Target can decide whether to participate with a lending institution in a loan to me/us. I/We agree to pay Target the cost of any surveys, attorney fees, title or mortgage examinations, appraisals, credit reports, etc. provide I/We have given my/our consent.

I/We understand that: a) an organization fee of 1% of the loan proceeds up to \$500.00 will be charged at the time of application. This fee may be used for credit analysis and other initial review costs.

b) A service fee of \$40.00 per month will be charged which may be used for accounting and related service costs.

In making this loan application, I/We agree to be bound by the decision of the Loan Administration Board of Target Alpena Development Corporation as to whether to grant, deny, or take other action upon the loan application. I/We hereby release and discharge Target, its directors, officers, members, agents, and employees from any liability, of whatsoever kind or nature arising out of any action taken or decision made upon such loan application.

If the Applicant is a proprietor or general partner, sign below:

By: _____
Date

If the Applicant is a Corporation, sign below:

Corporation Name and Seal _____
Date

By: _____
Signature of President

Attested by: _____
Signature of Corporate Secretary

Management:

(Proprietor, partners, officers, directors and all holders of outstanding debt –100% of ownership must be shown.) Use a separate sheet if necessary.

Name and Social Security Number

Complete Address

% Owned