

TOWN OF EAGLE LAKE  
MICRO-LOAN APPLICATION

1. Name: \_\_\_\_\_ 2. Date of Birth: \_\_\_\_\_
3. Home Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_
- County: Aroostook Town: \_\_\_\_\_ Zip Code: \_\_\_\_ - \_\_\_\_\_
4. Mailing Address (if different): \_\_\_\_\_
5. Length of time at home address: \_\_\_\_\_
6. Previous Address: \_\_\_\_\_
- County: Aroostook Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_
7. Length of time at previous address: \_\_\_\_\_
8. Length of residency in Maine: \_\_\_\_\_ 9. U.S. Citizen? \_\_\_\_\_
10. Number of people living in your household: \_\_\_\_\_

(Please list by name, relationship and dependent status below, if applicable - include yourself)

NAME	RELATIONSHIP	DEPENDENT (YES/No)

11. Is your business: existing: \_\_\_\_\_ proposed? \_\_\_\_

12. Business Name: \_\_\_\_\_ 13. Date Started: \_\_\_\_\_
14. Business Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_
- County: \_\_\_\_\_ Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_
15. Length of time at address: \_\_\_\_\_
16. Business organization (check appropriate category):
- a. Sole Proprietorship: \_\_\_\_\_ c. Partnership: \_\_\_\_\_
- b. Corporation: \_\_\_\_\_ d. Joint Venture: \_\_\_\_\_
- Profit \_\_\_\_\_ Nonprofit \_\_\_\_\_ e. Other: \_\_\_\_\_
17. Is your proposal to start \_\_\_\_\_, expand \_\_\_\_\_, or strengthen \_\_\_\_\_ your business?
18. Explain the business, service or job you plan to begin, expand or strengthen:
19. How many jobs will your proposal: create? \_\_\_\_\_ retain? \_\_\_\_\_
20. How much cash will you (or your bus.) contribute to the proposal? \_\_\_\_\_
21. How much money do you wish to borrow from the Micro-Loan? \_\_\_\_\_
22. How do you intend to use your Micro-Loan? What positive impact will the loan have on your business?
23. Provide a list below of major purchases planned immediately for your proposed start-up or expansion:

ITEM	COST	VENDOR (if known)


24 List three credit references and three personal references:

<b>NAME</b>	<b>ADDRESS</b>	<b>PHONE #</b>	<b>ACCOUNT #</b>
<u>Credit:</u>			
<u>Personal:</u>			

25. Describe the qualifications, experience, or training which enable you to enter this business (attach resume if available).

26. Are you proposing a co-signer for this loan? \_\_\_\_\_. If so, attach a personal balance sheet and most recent IRS tax return for individual.

27. Are you borrowing additional funds from any other source to fund this proposal? \_\_\_\_\_. If so, attach letter(s) of commitment.

28. Are there any pending litigation, governmental proceedings, or consent orders against you or your business? \_\_\_\_\_. If so, attach description.
29. Have you or your company ever filed bankruptcy? \_\_\_\_\_ If so, attach description.
30. Have you or your company ever been involved in a criminal proceeding? \_\_\_\_\_ If so, attach description.
31. Do you or your company have contingent liabilities as a co-signer, endorser, guarantor, or other? \_\_\_\_\_ If so, please attach description.
32. Does this project require a Department of Environmental Protection Certificate of Approval? \_\_\_\_\_ If so, please attach.
33. Please attach your Federal tax returns for the previous three year(s). If your spouse or dependents filed separate returns, please attach also.
34. Please complete the following schedules:
  - **BUSINESS BALANCE SHEETS** (Schedule 1) - please list your business assets and liabilities. Don't duplicate data from your personal financial statement. Please submit (1) for the previous year and a project balance sheet for each of the next (2) years. In addition submit a current balance sheet for the current year.
  - **PROFIT AND LOSS STATEMENT** (Schedule 2) - there are three columns on this form. The first is for the previous twelve-month period. The second is for your first year projections, the third for your second year projections. In addition, submit a Profit and Loss Statement for the current year.
  - **PROFORMA CASH FLOW** (Schedule 3) - the two columns cover your first and second year projections.
  - **LOAN COLLATERAL** (Schedule 4) - please itemize all machinery and equipment valued at \$500 or more, regardless of collateral status.

PENALTY FOR FALSE OR FRAUDULENT STATEMENT: U.S.C. Title 18, Sec. 1001, provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, or makes any false, fictitious or fraudulent statements, or makes or uses any false writing or document knowing the same to contain false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both."

I/we warrant and represent that the information provided is true and complete, I/we agree to notify you promptly in writing upon any material change in the information provided herein, and further acknowledge that you will continue to regard this statement as true and complete until your receipt of such written notification. You are authorized to make such inquiries as you deem necessary and appropriate to verify the accuracy of this application

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

## APPLICATION CHECKLIST

Please review and complete the following checklist to ensure that your application has all necessary attachments. Question numbers addressed within each question below refer to questions in the application. Please check "yes" if attached, "N/A" if not applicable.

	YES	N/A
QUESTION:		
1. If you have a resume as suggested in question number 25, did you attach a copy?	_____	_____
2. If you answered "yes" to question 26, did you attach a personal balance sheet and IRS tax return?	_____	_____
3. If you answered "yes" to question number 27, did you attach letter(s) of commitment?	_____	_____
4. If you answered "yes" to question number 28, did you attach description?	_____	_____
5. If you answered "yes" to question number 29, did you attach description?	_____	_____
6. If you answered "yes" to question number 30, did you attach description?	_____	_____
7. If you answered "yes" to question number 31, did you attach description?	_____	_____
8. If you answered "yes" to question number 32, did you attach certificate?	_____	_____