

Hartington **Application for Business Loan Funds**

Hartington Economic Development and the Bank of Hartington received funds from the JOBS FHLBank Topeka Economic Development Grant Program that will be used for commercial property revitalization in Hartington. The Hartington Community Development Corporation will serve as processor and administrator of the fund. These funds are available for exterior improvements and/or signage to storefront commercial buildings.

Terms of Loan: The purpose of this loan is to provide low-interest financing at 0% interest for exterior façade improvements to businesses within the Hartington city limits.

- Eligible applicants: Business owner of storefront commercial building for which loan is being requested; current on all property taxes and utilities; planned façade improvements comply with applicable municipal building codes as designated by city ordinance.
- 0% interest repayable loan for exterior improvements and/or signage to storefront commercial buildings in Hartington.
- Loan amount per project: minimum \$1,000 maximum \$5,000
- Outside façade improvements are first priority.
- A sketched design of proposed improvements including description of materials and colors (pre-approved by building inspector if applicable).
- A contractor’s detailed/accurate cost estimate of planned improvements including contractor’s name, business, address, and telephone number.
- Interior improvements “may be considered” (depending on circumstances and available funding).
- The Hartington RLF committee approves/declines loan application requests. Upon approval from RLF committee and signed contract, project must be completed within 6 months.
- Once the loan is approved, the applicant will receive the loan amount in the form of a check.
- **Loan Repayment Plan: There is a 3-year payback – thirty-six (36) monthly installments of equal payments is required until the loan is paid in full.**
- **Before and after pictures will be required in a final report at the end of 6 months and paid receipts for approved improvements must be included.**

Required of applicant:

- Credit application
- Credit bureau report
- Contractor’s cost estimate of proposed improvement(s)
- A sketched design of proposed improvements.

PART I.

A. Business (Borrower) Information:

Name of Business to Receive Assistance: _____

Address: _____

City State Zip

Contact Person who owns the building and is applying for loan funds: _____

Telephone No. (____) _____ FAX No. (____) _____

Business Classification: ___ Retail ___ Manufacturing ___ Warehousing & Distribution
 ___ Service ___ Research & Development
Federal ID # _____ ___ Administrative Mgmt Headquarters

Business Organization: ___ Proprietorship ___ Corporation
 ___ Partnership ___ Other

Does the Company have a Parent or Subsidiaries? ___ Yes ___ No

If Yes, Identify Name: _____

Address: _____ City State Zip

Business Type ___ Start-up (0-5 yrs old) ___ Buy Out
 ___ Existing If Existing, years in Business _____

Ownership Identification: List all officers, directors, partners, owner, co-owners and all stockholders with 20% or more of the stock.

Name	Title	Ownership %	Male/Female	Race	Ethnicity
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

B. Project Information:

Brief description of the proposed project.

Attach a sketched design of proposed improvements including description of materials and colors (pre-approved by Building Inspector if applicable).

Attach the contractor's detailed/accurate cost estimate of planned improvements including contractor's name, business, address, and telephone number.

C. SOURCES OF FUNDS - Equity Information:

Amount available from business or owners for investment: \$ _____

Source of owner's equity into project (25% is required): _____

Project Location (Y or N): _____ Within the City Limits of Hartington

Once all documents have been received, the application will be considered by the Hartington RLF loan committee. If we are not able to provide assistance, your processing fee will be returned.

The above information is accurate to the best of my knowledge and belief. The above information is provided to help you evaluate the feasibility of obtaining public financial assistance. It is further understood that the submission of this form does not constitute a formal loan application and that the form will be used for analysis and assessment purposes only.

Dated: _____ Signature _____