



STAUNTON CREATIVE COMMUNITY FUND

LOAN APPLICATION

10 Byers Street, Staunton, VA 24401

Thank you for contacting the Staunton Creative Community Fund (SCCF) for a business loan. We help small businesses by providing community, support and capital.

Our loans range from \$1,000 to \$50,000. Our interest rate is 7.25%, but can drop to 6.25% if you are sourcing at least a quarter of your goods or services from the Central Shenandoah Valley. Loan funds can be used to fund a variety of projects including equipment, inventory, and working capital expenses. These loan funds can also be used to refinance and consolidate existing business debt at a lower interest rate. The Staunton Creative Community Fund is an Equal Opportunity lender, provider, and employer.

Please fill out the application and submit the required documentation listed on the final page to the Staunton Creative Community Fund.

BUSINESS DESCRIPTION

Business Name:			
Business Address:			
Business Email:			
Business Contact:	Name:	Phone:	
	Address:		
Is this a new business?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date started: <input type="text"/>
Organization Type:	Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> S Corp. <input type="checkbox"/> C Corp <input type="checkbox"/>		
EIN Number:			
DUNS Number:			
Current number of full-time employees:			
Current number of part-time employees:			
Current annual sales/business revenue:			

Describe the concept for your business:

If your loan is approved, how many new employees, including yourself, will you hire who will be

Full-time:

Part-time:

All start-up or significantly expanding businesses must submit a business plan and cash flow projections with this application.

LOAN REQUEST INFORMATION

Loan Amount Requested: \$
Term Requested: 1 yr. <input type="checkbox"/> 2 yrs <input type="checkbox"/> 3 yrs <input type="checkbox"/> 4 yrs <input type="checkbox"/> 5 yrs <input type="checkbox"/> 6 yrs. <input type="checkbox"/>
How much money will you provide from your own funds? \$
If your loan request is \$20,000+, have you tried to get a bank loan and been turned down? Yes <input type="checkbox"/> No <input type="checkbox"/>

Describe the purpose of the loan. How will you use the loan proceeds?

SCCF provides a reduced interest rate incentive for businesses that purchase goods and services through other local businesses. Do you plan to purchase any of your new equipment, supplies, or other business related activities that are financed with your SCCF loan through local vendors? If so, please describe.

COLLATERAL TO BE PROVIDED FOR LOAN

Describe assets to be purchased with the loan:

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Describe existing business assets and other collateral available to secure the loan:

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CONTACT INFORMATION

Name:	
Social Security Number:	
Address:	
Email:	
Telephone Number:	Home: Mobile: Office:
Previous Address:	
Spouses Name:	
Spouses Social Security Number:	

PERSONAL INFORMATION*(Please complete the following or attach a resume with your application)*

Current employer:		Address:	
Salary:		Job Title:	
How long there:		Duties:	
Supervisor's name:		Telephone:	

Last employer:		Address:	
Salary:		Job Title:	
How long there:		Duties:	
Supervisor's name:		Telephone:	
Reason for leaving:			

Previous employer:		Address:	
Salary:		Job Title:	
How long there:		Duties:	
Supervisor's name:		Telephone:	
Reason for leaving:			

INCOME AND DEMOGRAPHIC VERIFICATION

Please check the boxes that apply to you:

- | | |
|----------------------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Male | <input type="checkbox"/> American Indian/Alaska Native |
| <input type="checkbox"/> Female | <input type="checkbox"/> Asian |
| <input type="checkbox"/> Elderly (over 62 years of age) | <input type="checkbox"/> Native Hawaiian or Pacific Islander |
| <input type="checkbox"/> Single Parent (at least one child under 19) | <input type="checkbox"/> American Indian/Alaska Native and White |
| <input type="checkbox"/> Person with disability | <input type="checkbox"/> Asian and White |
| <input type="checkbox"/> Veteran | <input type="checkbox"/> Black or African American and White |
| <input type="checkbox"/> Non-US Citizen | <input type="checkbox"/> Am. Indian or Alaska Native and Black or |
| <input type="checkbox"/> Hispanic/Latino | <input type="checkbox"/> African American |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Other (more than one race) |
| <input type="checkbox"/> White | |

Find the line for your household size and then check whether your income over the previous 12 months is above or below the income amount listed on that line. You will check only one box. Total household income is defined as income of all household members over the age of 17 received from all sources, such as wages, salaries, interest income, investment income, social security, public assistance, or other sources.

Persons in household,

including yourself

(Circle household size first)

Income Level

(Then indicate if your income level is above or below the amount on that line)

Above

Below

1	\$33,050.....	<input type="checkbox"/>	<input type="checkbox"/>
2	\$37,800.....	<input type="checkbox"/>	<input type="checkbox"/>
3	\$42,500.....	<input type="checkbox"/>	<input type="checkbox"/>
4	\$47,200.....	<input type="checkbox"/>	<input type="checkbox"/>
5	\$51,000.....	<input type="checkbox"/>	<input type="checkbox"/>
6	\$54,800.....	<input type="checkbox"/>	<input type="checkbox"/>
7	\$58,550.....	<input type="checkbox"/>	<input type="checkbox"/>
8	\$62,350.....	<input type="checkbox"/>	<input type="checkbox"/>

PLEASE PRINT & SIGN THIS PAGE AND RETURN TO SCCF

PERMISSION TO OBTAIN YOUR CONSUMER CREDIT REPORT

I hereby give the Staunton Creative Community Fund the right to obtain a consumer credit report regarding me for this application and the life of the loan should my application be approved. I also release from all liability all persons, companies, and corporations supplying such information. I indemnify the Staunton Creative Community Fund against any liability, which might result from making such an investigation.

Name:	Social Security Number:
Date of birth:	
Signature:	Date:

SCCF recommends loan applicants obtain, review, and submit a free copy of their credit reports, along with a credit score, at the time of the loan application. Credit scores and free reports are available for download at www.annualcreditreport.com.

I certify that I have answered this question to the best of my ability. I understand that the information I have given is subject to verification.

CERTIFICATION STATEMENT

I certify that the information above is correct to the best of my knowledge. I authorize SCCF to make inquiries as necessary to verify the accuracy of the statements made by me and to determine my creditworthiness. I have read and understand the fees outlines above. I agree to indemnify and hold harmless SCCF, its officers, directors, employees, agents and volunteers from any and all claims, loss or other liability arising from or related to the services that SCCF provides before, during, and after the loan review process. I agree to pay the required sums and I agree to be bound by the loan agreement, if my application is accepted.

Notice: SCCF is dedicated to maintaining the confidentiality of all private client information including proprietary business data, business plans, and tax ID numbers. As an organization receiving financial support from state and federal agencies, we may be required to document and share client information with public and non-profit agencies as a condition of program funding. Such information will be treated as confidential by all parties and shared only to the extent required for program compliance and not for further distribution.

Owner Signature

Date

The Staunton Creative Community Fund is a non-profit 501c(3) corporation.

REQUIRED DOCUMENTATION

In addition to this application, please submit the following:

- With every application:**
- Complete business plan with two-year cash flow projections
- For Existing Businesses Only:**
- Copy of business federal tax returns (3 years)
 - Income statement and balance sheet for 3 years including year to date
 - Copy of any bankruptcy discharge order during the past 7 years (if applicable)
- One per owner (any individual obtaining at least 20% ownership in business):**
- Personal financial statement (using form provided by SCCF)
 - Copy of any bankruptcy discharge order during the past 7 years (if applicable)
 - Recent copy of personal credit report and credit score
 - Copy of personal tax returns (3 years)
 - Copy of driver's license or other form of ID

Please initial here to indicate your acknowledgment of reading and understanding this checklist of required application documentation:

Initials

Date

If your loan is approved, additional documents will be required before closing.