

TOWN OF ENCAMPMENT EDC LOAN APPLICATION

Purpose of Request (Please Be Specific) Total Amount Requested Term of Loan Requested
 _____ \$ _____

THIS LOAN WILL BE:

- Unsecured
 Secured by _____

Each applicant may apply for individual or joint credit regardless of marital status. This application is for:

- INDIVIDUAL CREDIT JOINT CREDIT WITH CO-APPLICANT BUSINESS CREDIT

APPLICANT

Name: _____ Birth Date _____ Driv. Lic No. & State _____ Soc. Sec. No./ EIN _____

Physical Address: _____ How Long? _____ Telephone No: _____

Mailing Address: _____

Current Employer: _____ For How Long? _____ Position/Title _____ Yrs in profession? _____

CO-APPLICANT

Name: _____ Birth Date: _____ Driv. Lic. No. & State _____ Soc. Sec. No. _____

Current Employer: _____ For How Long? _____ Position/Title _____ Yrs in Profession? _____

PRIMARY RESIDENSE

Own Rent No. of Years? Current appraised value?

Name of Landlord/ First Mortgage Holder _____ Address: _____

Owner-Do you have a Second Mortgage? _____

GROSS MONTHLY INCOME

ITEM	APPLICANT	SPOUSE
Base Employment Income	\$ _____	\$ _____

Are You Self Employed? Yes No

If Yes- Please Give Details:

How Many Years? Are You the Sole Owner of Business? Yes No

BUSINESS INFORMATION

Please provide a brief description of your business:
You may include this information on a separate sheet

Are the funds to be used for an expansion of an existing business or a new business start up? _____

If application is an existing business please provide the number of Full-Time employees: _____

Number of Part-Time Employees _____ Do you operate year-round? _____

Will you be adding any additional employees if this loan application is approved? _____

FOR A NEW BUSINESS START-UP A BUSINESS PLAN INCLUDING THE FOLLOWING ELEMENTS IS REQUIRED

1. What do you expect your accomplishments to be three (3) to seven (7) years in the future?
2. Describes in terms of quantity and quality the benefits of your product or service.
3. Present hard evidence of about the marketability of the product and/or services and the methods chosen to sell the product and/or services.
4. Explain and document the level of product development which has been achieved and describe, in appropriate detail the manufacturing process and related costs.
5. Present resumes on each of the principals and explain how their skills, education and experience will compliment the business.
6. Present realistic financial projections and explain key data with documentation.
7. Will business be conducted on a full or part time basis?
8. Statement of how your business venture will benefit the community economically.

FOR AN EXISTING BUSINESS PLEASE PROVIDE THE FOLLOWING

1. Articles of Incorporation or documents showing division of business ownership.
2. Current Profit and Loss Statement complete with list of aging accounts, payables and receivables.
3. Copy of two (2) years taxes, both business and personal.
4. List of corporate, company or business assets, outstanding loans and/or encumbrances and liabilities associated with all business equipment and assets.
5. Applicant will be expected to provide a certificate of insurance to the Town of Encampment of which terms will be discussed.
6. Business must be registered with the Wyoming Secretary of State and be in good standing.
7. The Town of Encampment reserves the right to ask for additional information or supporting documentation to any application.

With your signature on this application you agree to the Town of Encampment and its representatives confirming any and or all information provided as supporting documentation for your Economic Development Loan request. Falsification of any information will be considered grounds for denial of the application. The Town of Encampment will protect your confidential financial and personal information as required by law.

Applicant

Co-Applicant

***The information that you provide in your application package will be submitted for review at the next regular Council Meeting. You are welcome to attend and do a verbal presentation to support your application. There will be discussion about your plan and if it is found to be a sound business plan with good economic impact there will be discussion of terms and interest rate. If the Council approves your application there will be a contract and/or promissory note drawn up by the Town Attorney. You will be contacted if there is a need for any additional information. The application process may take up to two council meetings to accomplish. If for any reason you wish elements or trade secrets of your application to be kept confidential during the negotiation process, other than the personal and financial information which will be automatically kept confidential by law, please state that in your application.*