Eden Valley Revolving Loan Fund Application

I. Employment

Identify how the requested financing will result in the additional/retained employment, and the time frame in which that will occur: (Please attach summary on separate sheet if necessary)

II. Financing

Specify what kind of financing gap exists (inadequate equity, inadequate private lender financing, inability to pay market interest rates or term requirement) and explain in detail why this causes a need to apply for an Eden Valley Revolving Loan. (Please attach summary on separate sheet if necessary)

III. Job Creation/Retention

A. Provide the following information on the jobs, which you expect to create and/or retain due to the loan from Eden Valley Revolving Loan Fund.

Job Title	Number of Jobs	Hourly Wage	Annual Salary	Permanent or Temporary	Full or Part-time	Expected Hiring Date

B. Job Creation Timetable: indicate in the following table the quarter following the receipt of loan funds when individual jobs will be added to the firm.

	Qtr.	Qtr.	Qtr.	Qtr.		Qtr.			
Job Title	1	2	3	4	5	6	7	8	Total

C. Assurance of Benefit to low-income persons.

By submitting this loan application, the applicant agrees to:

- 1. A commitment that will create those jobs identified above within two years after the Eden Valley RLF loan is made;
- 2. A commitment to retain those jobs identified as retentions for at least three years after the Eden Valley RLF loan is made;

- 3. A commitment that it will make available the positions for low income persons by documenting that the following steps were or will be taken:
 - a. the skill level of the jobs available meets that of the general low-income population; and
 - b. the education and experience required meets that of the low-income population; and
 - c. the training provided by the employer, if training is needed, will make the jobs available to the low-income population; and
 - d. that advertising, recruitment, and other outreach efforts are made to contact and involve the low-income population by notifying appropriate Job Training Offices of the positions which will be available.
- 4. Provide information, as requested to Eden Valley EDA documenting the creation or retention of jobs.
- 5. Commitment to equity of opportunity in employment. Certifying that it is in compliance with all state and federal laws pertaining to employment discrimination on the basis of sex, race, color, religion, national origin, and age. The applicant further pledges that all jobs to be created from City funds will be open to all qualified male and female prospective employees, and that the applicant will extend equal pay for equal jobs. If, subsequent to that date of the award, the applicant is determined to have been in violation of this pledge, the City may act to protect its interests, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

D.	Other	r Information						
	1.	Will the proposed project result in the loss or diminution of Wetlands?						
		Yes No						
		If yes, please respond to the following questions						
		a. Has a permit been granted by the Minnesota DNR for the activities?						
		Yes No						
		Permit Number						
		b. Have measures been taken to mitigate all wetland functions and value						
		that have been lost or diminished as a result of the activities?						
		Yes No						
	2.	Have there ever been any judgments or injunctions against the company or						
		owners?						
		Yes No						
		If yes, describe:						

	3.	Is there pending litigation involving the company owners? Yes No If yes, describe:	
	4.	Within the past 5 years, has there been any violation(s), citation(s), charge(s), or complaint(s) of discrimination filed against the compastate or federal court or before any state federal or local government agency? Yes No If yes, describe: (also attach a copy of violation(s), citation(s), charcomplaint(s) and the disposition of each.	any in a nt
and accur	ate statem	information and the statements contained herein or attached hereto are tent of the financial condition of the business and its principals. I also current on all of its Federal and State taxes.	
		Authorized Signature	Date
IV.	order list	s Plan arrative and financial documents should be arranged, when possible, in ted below and attached to the application. Please use the boxes next to a checklist. Make sure to include all of the information. If an item do so your business, indicate with an "N".	the
		ory of Business fly describe the past operation of the business or the events leading to tion.	its
0	a. 1 b. 0	ket Analysis and Strategy Description of current buyers and target markets (provide verification purchase orders, contract, etc., which relate to reasons for the loan requestion Pricing	

d. Distributione. Advertisingf. Sales Promotion
 3. Products a. Description of product line b. Proprietary position of patents, copyrights, legal and technical considerations c. Comparison to competition
4. Manufacturing Processa. Materialsb. Production methods
 5. Financial Projections a. Monthly Cash Flow Analysis for next 12 months b. Profit and Loss Statement: last three years and current year, and two year projection. c. Balance Sheet: last three years and current year, and two year projection.
6. Schedule of Business Debt
 Statement of Collateral A detailed list of all collateral offered, its value, and security position by funding sources.
8. Resumes and Personal Finance Statements Include resumes of all principals as well as current, dated, and signed personal financial statements on all principals with a significant financial interest in this business.
 Commitment Letters Include commitment letters from banks or others stating the terms and conditions of their participation.
10. Affiliates Description of any affiliates or subsidiaries of business or principals requesting assistance, as well as balance sheets and income statements for past two fiscal years on such affiliates or subsidiaries.
11. Appraisals/Proposed Lease/Purchase Options or Agreements An independent appraisal will be required for any real estate which is a subject of the proposed financing or which is offered as a major source of collateral to secure the loan. Also, include copies of existing or proposed lease(s), purchase options or agreements, or other financial arrangements.

	12. Partnership Certificate of Authorization, or Corporate Certificate of Authority and Incumbency; include minutes of the corporate meeting adopting this certification, where applicable.
V.	Other Attachments
	A. Copy of last year's submitted business income tax statement.
	B. Copy of last year's submitted personal income tax statement.
	C. Evidence of payment of last quarter's payroll tax.
	D. Evidence of Worker's Compensation insurance coverage.