

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.

Job Title	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Qtr. 5	Qtr. 6	Qtr. 7	Qtr. 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. 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 company in a state 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), charge(s) or complaint(s) and the disposition of each.

I certify the above information and the statements contained herein or attached hereto are a true and accurate statement of the financial condition of the business and its principals. I also certify that the business is current on all of its Federal and State taxes.

Authorized Signature

Date

IV. Business Plan

These narrative and financial documents should be arranged, when possible, in the order listed below and attached to the application. Please use the boxes next to the letters as a checklist. Make sure to include all of the information. If an item does not pertain to your business, indicate with an "N".

- 1. History of Business
Briefly describe the past operation of the business or the events leading to its creation.
- 2. Market Analysis and Strategy
 - a. Description of current buyers and target markets (provide verification of purchase orders, contract, etc., which relate to reasons for the loan request.)
 - b. Competition
 - c. Pricing

- d. Distribution
 - e. Advertising
 - f. 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 Process
 - a. Materials
 - b. 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
 - 7. 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.
 - 9. 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.