

WATERTOWN EDA
BUILDING FAÇADE IMPROVEMENT GRANT
& LOAN FUND APPLICATION



APPLICANT _____

PERSONAL ADDRESS _____

CITY _____ STATE _____ ZIP _____

BUSINESS ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONTACT PERSON(S) _____

BUSINESS PHONE _____ HOME PHONE _____

CELL PHONE _____ EMAIL _____

LOAN AMOUNT REQUESTED _____

GRANT AMOUNT REQUESTED _____

SOCIAL SECURITY NUMBER _____ or FED. ID# _____

STATE ID # _____

1. Describe Project:

2. Purpose of Loan:

3. Cost of Project:

A) Window/Door Replacement \$ _____

B) Exterior Painting \$ _____

C) Tuck Pointing \$ _____

D) Awning Replacement \$ _____

E) Sign Replacement \$ _____

F) Streetscape Improvements \$ _____

TOTAL COSTS \$ _____

4. Proposed Financing:

<u>SOURCE</u>	<u>NAME</u>	<u>TERMS</u>	<u>AMOUNT</u>
A) State Grant/Loan	_____	_____	\$ _____
B) Fed Grant/Loan	_____	_____	\$ _____
C) Bank Loan	_____	_____	\$ _____
D) Bank Loan	_____	_____	\$ _____
E) Other Private	_____	_____	\$ _____
F) BFI Grant	CITY OF WATERTOWN	_____	\$ _____
G) BFI Loan	CITY OF WATERTOWN	_____	\$ _____
H) Applicant Contribution			\$ _____
TOTAL FINANCING/SOURCES			\$ _____

5. Collateral to be assigned (described and show lien position):

- A. To State _____
- B. To Federal Govt. _____
- C. To Bank _____
- D. To Bank _____
- E. To Private _____
- F. To Other _____
- G. To City (this Loan) _____

6. Value of Collateral:

	<u>COST</u>	<u>BOOK VALUE</u>	<u>EXISTING LIENS</u>
A) Land	\$ _____	\$ _____	\$ _____
B) Buildings	\$ _____	\$ _____	\$ _____
C) Mach. & Equip.	\$ _____	\$ _____	\$ _____
D) Other _____	\$ _____	\$ _____	\$ _____
E) Other _____	\$ _____	\$ _____	\$ _____

8. *EMPLOYMENT:

Present Number of Employees _____ Total Payroll \$ _____
After Project # of Employees _____ Total Payroll \$ _____

*If Loan is for Job Retention only, explain in the Business Plan.

9. Attorney, Accountant (Names, Addresses, Phone):

10. Bank and Other References (Names, Addresses, Phone):

11. Attach and include the following:

_____A) Written Business Plan:

1. Description of Business
2. Ownership
3. Date Established
4. Products/Services
5. Management
6. Employment Statistics (# of Employees, Projected # of Employees, Wages, etc.)
7. Future Plans

_____B) For Existing Business:

1. Provide Financial Statements or Tax Statements for Past Three Years.

_____C) For New Business:

1. Provide Personal Financial Statements or Tax Statements of Parties for Past Three Years.

_____D) Financial Projections for Five Years

_____E) Resume of Owner/Management

_____F) Letter of Commitment from Applicant Pledging to Complete during the Proposed Project Duration

_____G) Letter of Commitment from Other Sources of Financing, Stating Terms and Conditions of Their Participation in Project

_____H) Other _____

_____I) Other _____

_____J) \$50 Application Fee (Non-Refundable)

I/We certify that all information provided in this application is true and correct to the best of my/our knowledge. I/We authorize the City of Watertown and the Watertown Economic Development Authority to check credit references and verify financial and other information. I/We agree to provide any additional information as may be requested by the City of Watertown and the Watertown Economic Development Authority.

DATE: _____

APPLICANT NAME: _____

(Please Print)

By

By

Received By: _____

Date: _____

