

MERCER COUNTY LOAN FUND APPLICATION

Thank you for requesting a Mercer County loan application for small business financing between \$25,000 and \$125,000. The interest rate will be fixed at prime plus 2% at closing, with an 8% floor. Loans can be financed over various lengths of time, between 1 and 5 years. The loan approval process depends on receiving accurate and complete information from the applicant.

A \$100 application fee MUST be included with the application in order for it to be processed.

Please return the application and related materials to the Mercer County Office of Economic Opportunity, attention Elizabeth Maher Muoio, Director at 640 S. Broad Street, Trenton, NJ 08611 or call 609-989-6555. Applications can also be submitted to RBAC, 3111 Quakerbridge Road, Mercerville, NJ 08619. Please call 609-587-1133 if assistance is needed.

Email: nathalia@rbacloan.com

Web site: <http://www.rbacloan.com/>

Loan Package Requirements

1. **Completed and signed application.**
(all business owners and guarantors are required to complete Sections A&C and sign a loan application)
2. **Three years of personal tax returns for all owners of the business.**
3. **Three years of business tax returns,** if already in business.
4. **Business Plan for all start-ups:** for no-cost assistance with your business plan call: NJ Small Business Development Center, (609) 771-2947 or <http://www.njsbdc.com/>
5. **Financial Projections** of the income statement for two years, monthly for the first year, and a cash-flow statement.
6. **Copy of the DRAFT lease** or buy-sell agreement (please do not sign a lease or agreement until you have all the resources you need to operate the business!!)
7. RBAC will conduct a personal credit search for all owners and guarantors of the business upon receipt of signed applications. **All bankruptcies, judgments, and charge-offs must be explained in writing.** You can order your own credit report at no cost by calling 1-888-397- 3742.
8. Evidence of the owner(s) contribution (equity/cash) to the total project cost.
9. Copy of the operating agreement for all corporations, partnerships, and LLC/P's.
10. Evidence that the business is current on its State sales taxes and payroll taxes, if applicable.

It is the policy of RBAC that no person shall be discriminated against on the grounds of race, color, religion, sex, national origin, age, or disability.

MERCER COUNTY LOAN FUND LOAN APPLICATION

SECTION A - PERSONAL INFORMATION

Full Name _____
Last First Middle

Address _____
(Please show post office box and street address if applicable)

City State Zip Code
Home Phone _____ Years at current address _____ Date of Birth _____

Previous Address _____

Social Security # _____ Bank Name and Checking Account # _____

Vietnam-era Veteran _____ Non-veteran _____ Other _____

Race/Ethnicity: Black _____ Hispanic _____ White _____ Asian _____ American Indian _____ Eskimo or Aleut _____ Other _____

SPOUSE/FAMILY INFORMATION

Full Name _____
Last First Middle

Social Security # _____ Bank and Checking Account # _____ Date of Birth _____

SECTION B - PURPOSE OF LOAN

Amount of Loan Request \$ _____ Total Project Cost \$ _____

Owner(s) cash being invested into the business \$ _____

Detailed Purpose of Loan: Equipment \$ _____; Inventory \$ _____; Working Capital \$ _____;

Other \$ _____ (provide detail) _____

Collateral available: Home _____; other real estate _____; business assets _____; auto _____; personal property _____

Number of Employees _____; Job creation/retention expected _____

Have you applied for a loan or been turned down by a financial institution in the last 12 months? Yes__ No__

Have you received a loan or other financing for this business? Yes__ No__

If so, from whom? _____

Have you ever been involved in bankruptcy or insolvency proceedings? Yes__ No__

SECTION C - PERSONAL FINANCIAL STATEMENT

As of _____

ASSETS:			LIABILITIES:	
Cash	\$		Mortgage (home)	\$
Stocks, Bonds (list below)	\$		Mortgage (other)	\$
Automobiles (list)	\$		Auto Loans (list below)	\$
Real Estate (list below)	\$		Credit card Balances (list below)	\$
Personal Property	\$			
Other Assets	\$		TOTAL LIABILITIES	\$
TOTAL ASSETS	\$		NET WORTH Assets - Liabilities	\$
			LIABILITIES AND NET WORTH	\$

Stocks, Bonds: **Market Value**
(list)

\$ _____	\$ _____
\$ _____	\$ _____
\$ _____	
\$ _____	\$ _____
\$ _____	
\$ _____	\$ _____
\$ _____	
\$ _____	
\$ _____	
Rent Payment: \$ _____	
\$ _____	

Personal Debt:
(list credit cards, auto loans and all other debt)

Owed to:	Initial Debt:	Pmt:	Balance:
_____	\$ _____		\$ _____
_____	\$ _____		\$ _____
_____	\$ _____		\$ _____
_____	\$ _____		\$ _____
_____	\$ _____		\$ _____
_____	\$ _____		\$ _____

Real Estate Owned:

Address	Date Purchased	Original Cost	Market Value	Mortgage Balance	Payment Amount
_____		\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____

Current Monthly Income:

Net Business/Employment Income (after taxes) \$ _____

Spouse Income \$ _____

Current Employer:

name: _____

address: _____

name: _____

address:

Other Income _____
 (list source) \$ _____

Total Family Income \$ _____

SECTION D - BUSINESS INFORMATION

(it is not necessary to fill in sections D, E, & F if the information is in your business plan)

Legal Name of Business _____

Trading Name of Business _____

Address _____
(Please show post office box and street address if applicable)

City State Zip Code

Phone _____ email _____ Years in business _____

Business Description _____

Federal tax identification number _____

New Jersey State Sales tax number _____

Proprietorship ___ Partnership ___ Corporation ___ Limited Liability Corp. ___ (check one)

Name and titles of owners _____

Number of Employees _____

SECTION E - BUSINESS BALANCE SHEET

As of _____

CURRENT ASSETS:		CURRENT LIABILITIES:	
Cash	\$	Accounts Payable	\$
Accounts Receivable		Accrued Expenses	\$
Inventory	\$	Current Portion Long-Term Debt	\$
Prepaid Expenses	\$	Short term borrowings	\$
Supplies	\$	Total Current Liabilities	\$
Total Current Assets	\$		
FIXED ASSETS:	\$	LONG-TERM LIABILITIES:	
Buildings and Land	\$	Notes Payable	\$
Furniture/Fixtures	\$	(less current portion above)	
Machinery/Equipment	\$		

Total Fixed Assets	\$		TOTAL LIABILITIES	\$
Accumulated Depreciation	\$		NET WORTH (Assets- Liabilities)	\$
TOTAL ASSETS	\$		LIABILITIES AND NET WORTH	\$

SECTION F - BUSINESS PROFIT AND LOSS STATEMENT

	Actual	Projected	Projected
	_____mos. ending_____	12 mos. ending _____	12 mos. ending _____
Sales/Revenues	\$	\$	\$
(minus) Cost of Goods Sold	\$	\$	\$
(equals) Gross Profit	\$	\$	\$
Operating Expenses:			
Owners Salary	\$	\$	\$
Employee Payroll	\$	\$	\$
Payroll Taxes	\$	\$	\$
Rent	\$	\$	\$
Utilities	\$	\$	\$
Supplies	\$	\$	\$
Insurance	\$	\$	\$
Advertising	\$	\$	\$
Maintenance	\$	\$	\$
Legal/Accounting	\$	\$	\$
Depreciation	\$	\$	\$
Other: (list)			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
(minus) Total Expenses	\$	\$	\$
(equals) Net Profit earnings before interest and taxes	\$	\$	\$
(minus) Interest Expense	\$	\$	\$
(minus) Income Taxes	\$	\$	\$
(equals) NET INCOME	\$	\$	\$

Professional References:

Name	Address	Phone
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Please sign and date the application:

I, _____, an officer/owner or duly authorized representative of

Name of Business (if applicable)

affirms that all information submitted as part of this application is true and accurate. I give Trenton Business Assistance Corporation t/a Regional Business Assistance permission to investigate my credit record.

Signed: _____

Title: _____

Date: _____

**How did you find out about RBAC? Referred by bank ___ SBDC ___ SCORE ___ SBA ___
Chamber of Commerce ___ local gov't employee ___ county employee ___ other RBAC client ___ other ___**

Questions?

Call us at:

3111 Quakerbridge Road
Mercerville, NJ 08619
Telephone (609) 587-1133
(877) 587-1133
Fax (609) 587-1313

Email: nathalia@rbacloan.com

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