



Southwest Nebraska
Community Betterment Corporation

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Rural Business Enterprise Program (RBEG) Applicant Instruction Sheet

We are very pleased that you have expressed an interest in Southwest Nebraska's revolving loan pool for small business. Please feel free to ask questions of our staff to assist you in providing us with the necessary documents to determine your qualification for a loan.

Southwest Nebraska CBC may loan to a qualified small business in the region of Chase, Dundy, Hayes, Hitchcock, or Perkins, Nebraska; monies with the following terms:

1. The business must be located in the above five counties.
2. The expansion/startup assisted by the loan must create or save employment opportunities.
3. The minimum loan amount will be \$2,000
4. The maximum loan amount will be \$20,000
5. Interest on the loan will be 5%
6. Term of the loan will be a five year period.
7. A \$25 non-refundable application fee must accompany each application for processing.
8. A 2% origination fee will be charged to the borrower at closing on the total revolving pool monies.
9. Applications will be reviewed by the SWNCBC loan committee on an as needed basis.
10. Loans will be made on a qualified first come first served basis, until the revolving pool is exhausted.

It is not the intent of Southwest Nebraska CBC to become the primary financing tool of the proposed expansion or start-up. **SWNCBC WILL FUND ONLY 20% OF THE**

TOTAL NEEDED BY THE BORROWER. Capital provided by the borrower and financing through another lending institution should make up the rest of the funds needed.

Please provide to the office of SWNCBC the documentation listed in the following checklist. Only when all documentation is in place in your file will the loan committee review your request, during the review process additional information may be requested.

1. A narrative description of the proposed use of the loan funds (typewritten please) including the following information:

- Contact information page (attached)
- Detailed description of existing or proposed business, including years in business or proposed start date, age of facility, and business tax ID number.
- Description of use of loan funds, especially in relationship to jobs saved or created.
- Description of ownership of business (i.e. sole proprietorship, partnership, etc) and full names of all owners

2. Three financial and/or personal references

3. Letter from primary lending institution describing credit rating, loan structure and any other pertinent information.

4. Financial information

- **Existing business, including purchase of existing business, MUST include:** profit and loss statements, balance sheets, and tax returns from previous three years.
- **Start up business may include:** market analysis, projected cash flow and/or business plan.
- **Of borrower:** Tax returns for previous year

Please also complete, sign and return the following attached forms:

A. Citizenship certification

B. Photos of the project, and also a map of the where the project is located (the map does not have to be detailed)

C. Disclosure statement

We will also need you to fill out Form 1940-20 and short form (Environmental Review) and all responses generated by these forms. However, this will be done with help from SWNCBC once all other documents are filled out.

RBEG APPLICANT CONTACT INFORMATION

Applicant Name _____

Home address _____

Home phone _____

Business address _____

Business phone _____

Proposed use of loan will occur in what county _____

Brief description of use of RBEG loan

Information for Government Monitoring Purposes

The following information is requested by the federal government, in order to monitor the Lenders' compliance with equal opportunity and nondiscrimination requirements. You are not required to furnish this information, but are encouraged to do so. The law provides that Lender may neither discriminate on the basis of this information, nor on whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations this Lender is required to note race and sex based on visual observation or surname. If you do not wish to furnish this information please check below. (Lender must review the above material to assure that the discloses satisfy all requirements to which the Lender is subject under applicable state law for the particular type of loan applied for)

_____ I do not wish to furnish this information

Race/National Origin Ethnicity

____ American Indian/Alaskan Native

____ Hispanic or Latino

____ Asian

____ Not Hispanic or Latino

____ Black/African American

____ Native Hawaiian/Pacific Islander

____ White

Sex _____ Male

_____ Female

This institution is an Equal Opportunity Provider

