



# BUSINESS FINANCING APPLICATION



Company Name:				
Address:		City:	State:	Zip:
<b>COMPANY DESCRIPTION</b>				
<i>(Summarize company's business, goods and services, customer &amp; geographic markets)</i>				
<b>PROJECT DESCRIPTION</b>				
<i>(Summarize project plans to include start and end dates, reasons/opportunities for growth, and anticipated company impact.)</i>				
<b>FINANCING DESCRIPTION</b>				
<i>(Summarize financing sources/amounts/special terms, leveraging)</i>				
<b>EMPLOYMENT INFORMATION</b>				
<b>Full Time Equivalent Jobs <sup>1</sup></b>	<b>Number</b>	<b>Average Per Hour Earnings <sup>2</sup></b>	<b>Compensation Benefits</b>	<b>Total</b>
Existing <i>at time of application</i>				
Created <i>within two years after project completion.</i>				
Retained <i>within two years after project completion.</i>				
<input type="checkbox"/> Neither created nor retained <b>(Use only with FlexPACE)</b>				
<sup>1</sup> (Employee works ≥ 32 hours per week; or single position filled by two employees with each working ≥ 20 hours per week.)				
<sup>2</sup> Earnings include wages, salary, bonus and commissions.				
List Position(s) and identify whether Created or Retained				
Company <b>Provided Benefits: (check all that apply)</b>				
Insurance:	<input type="checkbox"/> Health	<input type="checkbox"/> Dental	<input type="checkbox"/> Vision	<input type="checkbox"/> Life <input type="checkbox"/> Disability
Leave:	<input type="checkbox"/> Vacation	<input type="checkbox"/> Sick	<input type="checkbox"/> Time Off	Allowance: <input type="checkbox"/> Housing <input type="checkbox"/> Transportation
<input type="checkbox"/> Profit Sharing <input type="checkbox"/> Employee share payroll tax <input type="checkbox"/> Other (List):				

## GROWTH FUND FINANCING REQUEST

### USE OF FUNDS

<b>Fixed Assets:</b>	Land and Building Acquisition				
	Land Improvements				
	New Building Construction				
	Building Improvements				
	Purchase of Machinery/Equipment				
	Contingency				
				<b>Total Fixed Assets</b>	
<b>Operating Capital:</b>	Inventory				
	Other				
				<b>Total Operating Capital</b>	
				<b>TOTAL USES</b>	

### SOURCES OF FUNDS

<b>Equity Financing:</b>	Owner Equity				
	Other Equity				
				<b>Total Equity</b>	
<b>Debt Financing</b>	<b>Interest Rate (%)</b>	<b>Months Amortized</b>	<b>Term Months</b>	<b>Amount</b>	
Growth Fund ( <i>not PACE</i> )					
Bank:					
Other:					
Other:					
Other:					
				<b>Total Debt Financing</b>	
				<b>TOTAL SOURCES</b>	

### PACE FINANCING

Lender	Interest Rate (%)	Amort Months	Term Months	Amount	Special Conditions
Bank of North Dakota					
Bank of North Dakota					
Growth Fund					
Growth Fund					
				<b>Total PACE Financing</b>	

**Describe Equity source(s) and explain how obtained and appraised**

**Describe Security sources and explain how obtained and appraised**

## APPLICANT INFORMATION

<b>Legal Structure:</b>		<b>Target Sector:</b>		
<b>Contact Person:</b>		Title:		
Phone:	Fax:	Email:		
Address:		City:	State:	Zip:
<b>Chief Officer (or Authorized Designee):</b>		Title:		
Phone:	Fax:	Email:		
Address:		City:	State:	Zip:
<i>NOTE: Your accountant, bank contact person, and legal counsel may be contacted unless you request otherwise.</i>				
<b>Accountant:</b>		Title:		
Phone:	Fax:	Email:		
Address:		City:	State:	Zip:
<b>Attorney:</b>		Title:		
Phone:	Fax:	Email:		
Address:		City:	State:	Zip:
<b>Primary Bank:</b>		Line of Credit:		
Address:		City:	State:	Zip:
<b>Contact Person:</b>		Title:		
Phone:	Fax:	Email:		
Address:		City:	State:	Zip:
<b>Company Location</b> (if different from above)		Phone:		
Address:		City:	State:	Zip:
<b>Company Parent</b> (if any):		Phone:		
Address:		City:	State:	Zip:
<b>Has the company or any principal ever been involved in bankruptcy?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes- <i>Explain</i>				

## REQUIRED ENCLOSURES

<input type="checkbox"/>	<b>Business Plan</b> if company has been in operation for less than 5 years <input type="checkbox"/> <b>OR</b> <b>Business Opportunity Summary</b> if company has been in operation 5 or more years
<input type="checkbox"/>	<b>Financial Statements</b> for the past three (3) years, including: <ul style="list-style-type: none"> <li><input type="checkbox"/> Balance sheets</li> <li><input type="checkbox"/> Income statements</li> <li><input type="checkbox"/> Statements of changes in financial position</li> <li><input type="checkbox"/> Notes to financial statements</li> <li><input type="checkbox"/> Un-audited statements <b>must be signed and dated</b> by authorized financial officer of the company.</li> </ul> <input type="checkbox"/> <b>OR</b> <input type="checkbox"/> <b>Federal Tax Returns</b> for the past three (3) years if applicant does not have financial statements audited or reviewed.

<input type="checkbox"/> Most recent <b>Interim Financial Statements</b> (balance sheets, income statements) if available <b>Comments</b>
<input type="checkbox"/> <b>Personal Financial Statement and Data Privacy Form</b> for any person with 20% or more ownership interest in the company as of the date of the application. <b>All forms must be signed.</b> <b>Comments</b>
<input type="checkbox"/> <b>Pro Forma</b> balance sheet, income statement, and cash flow statement for the 24 months following the loan closing that show the financial position of the business including proposed financing. <b>Comments</b>
<input type="checkbox"/> <b>Key person insurance</b> (describe that which may be available to secure loans, and enclose supporting information as available). <b>Comments</b>
<input type="checkbox"/> <b>Litigation</b> Information concerning any pending or threatened litigation or administrative proceeding, or any outgoing administration orders, judgments, or injunctions. <b>Comments</b>
<input type="checkbox"/> <b>Bank Commitment Letters</b> (copy of the <b>last commitment letter</b> from your bank indicating your working capital line of credit and original for any financing the bank will provide for the project.) <b>Comments</b>

This application is required to access the applicant firm’s qualifications for a Growth Fund business incentive loan. As this loan is made with public funds, this application is a public record, and any meeting to discuss it is open to the public. There are, however, exemptions that limit public disclosure regarding (1) the identity, nature, and perspective location of the applicant when such has not been previously publicly disclosed; and (2) subsequent to this, trade secrets and commercial or financial information; marketing strategies and other marketing information that would cause a substantial risk to competitive injury if disclosed. (See North Dakota Century Code §44-04-17 through §44-04-20.)

I, the undersigned, affirm that I am duly authorized to verify this application and the information contained herein; that I have read the same and am familiar with the statements contained herein; and that the same are true in substance and in fact.

\_\_\_\_\_  
 Signature of Authorized Official

\_\_\_\_\_  
 Date