

Vernon County Revolving Loan Program Application

*Complete the application including all appendices. Failure to complete all sections of the application will delay the process. **Submitting an application does not automatically qualify you for the Vernon County Revolving Loan funding.** Assistance is dependent on funds availability and program guidelines.*

Business Name: _____

Street Address: _____ City: _____ Zip Code: _____

Mailing Address: _____ City: _____ Zip Code: _____

Telephone Number: _____ Tax I.D.: _____

Contact Email: _____ Business website: _____

Type of Business: _____ Date Established: _____

Business Structure Sole Proprietor LLC S-Corp C-Corp Partnership

Current Number of Employees: _____ Number of Employees (if loan approved): _____ New Business Existing Business

Applicant's Financial Consultant: _____ Telephone Number: _____

Conditions of RLF Funding:

Matching funds of at least one dollar of private funds for each dollar of Vernon County Funds must be obtained. Additionally, one job must be created for every \$35,000 of Vernon County Funds. I understand and will comply with 24 CFR570 and will implement hiring practices to interview LMI persons. This will require a providing a Self-Certification form to all interviewee's for the created position and posting of positions with Workforce Development. Please initial that you have read and agree to the above requirements of the funding. _____

Term of loan Requested: _____

Term not to exceed 7 years working capital; 10 years equipment; 12 years real estate

Sources and Uses of Funds

Please provide the following information for all funding sources used. Additional Funding Sources can be attached on separate sheet.

\$ _____ Source: _____ Purpose: _____
 * i.e. Bank, owner's equity, RLF, etc. ** i.e. Equipment, real estate, working capital

\$ _____ Source: _____ Purpose: _____
 * i.e. Bank, owner's equity, RLF, etc. ** i.e. Equipment, real estate, working capital

\$ _____ Source: _____ Purpose: _____
 * i.e. Bank, owner's equity, RLF, etc. ** i.e. Equipment, real estate, working capital

\$ _____
Total Funds Requested



Financial History

Please list all assets and liabilities in the spaces available below. Disclosing all assets allows Vernon County to make better risk management assessments relating to your financial situation.

Asset Type	Description	Current Value	Current Loan Balance
Savings Account		\$	
Checking Account		\$	
Accounts Receivable		\$	
Land and Building		\$	\$
Machinery and Equipment		\$	\$
Other		\$	\$

Liability Type	Security	Payment Amount	Current Balance	Interest Rate	Maturity Date
Mortgage/Lien Holder:		\$	\$	%	
Mortgage/Lien Holder		\$	\$	%	
Mortgage/Lien Holder		\$	\$	%	
Credit Line: Reinhardt		\$	\$	%	
Credit Line: S&S Dist		\$	\$	%	
Credit Line: Preferred		\$	\$	%	
Collection account		\$	\$	%	
Other loans or debts		\$	\$	%	
Other loans or debts		\$	\$	%	

Amounts should correspond with most recent interim financial statement.

Corporate Officials

Proprietor, partners, officers, directors, and all holders of outstanding stock. Additional members can be listed on a separate sheet.

Name	Title	Home Address	Social Security Number	% Ownership	United States citizen or qualified alien?
1.				%	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.				%	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				%	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				%	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please complete for each person listed under Management on page 2. Attach additional sheets if needed.

	Officer 1	Officer 2	Officer 3	Officer 4
Do you have any judgments or collection accounts currently outstanding?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had a vehicle repossessed? If "yes", indicate year.	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____
Are you currently a party to a lawsuit, or do you have reason to believe that you will become party to a lawsuit in the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever declared bankruptcy? If "yes", indicate year.	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Year _____
Are you presently delinquent or in default on any Federal debt or any other loan mortgage, financial obligations, or loan guarantees?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a crime?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you now on parole or probation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you presently delinquent on any property, state or federal taxes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered yes to any of the questions above, please attach an explanation.

Disclosures

Does your business, its owners or majority stockholders, own or have a controlling interest in other businesses? Yes No

If yes, please provide their names and relationship with your company along with a current balance sheet and operating statement for each as a separate exhibit.

Do you buy from, sell to, or use the services of any concern in which someone in your company has a significant financial interest? Yes No

If yes, please provide the details as a separate exhibit.

Do you plan to relocate an existing plant, facility or operation from another area? Yes No

Will this relocation result in a loss of jobs? Yes No

Current Employment: _____ Anticipated number of jobs lost in relocation: _____

Conflict of Interest Addendum

Please indicate the nature of any relationship you have with the following people. Having a prior relationship with any of the persons listed does not disqualify you from participation in the program.

No relationship	Family (list relationship)	Business	Name	Position
<i>Vernon County RLF Staff</i>				
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Rachel Hanson	County Treasurer
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Ben Quackenbush	RLF Legal Counsel
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Michele Engh	Staff
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Diane McGinnis	Staff
<i>Vernon County Board Members</i>				
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Dennis Brault	Board Chair
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Will Beitlich	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Kevin Gobel	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Jo Ann Nickelatti	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Mary Rae	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	James Servais	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Loren Goede	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Mary Bringe	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Rod Ofte	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Cary Joholski	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	David Eggen	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Sherman Erlandson	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Eric Evenstad	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Kevin Larson	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Cade Cary	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Brian Turben	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Karen Dahl	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Karen Mischel	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Mike Leis	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Adrian Amelse	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Frank McCoy	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Frank Easterday	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Ole Yttri	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Glenda Sullivan	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Gail Muller	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Al Skemp	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	John Mitchell	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Bobbie Richardson	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Shawn Reddington	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Roger Niedfeldt	RLF Committee Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Nancy Jaekal	RLF Committee Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	David Abt	RLF Committee Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Katie Helseth	RLF Committee Member

Signature: _____ Date: _____

All Corporate Officers MUST complete separate addendum

Equal Opportunity Information Form

Statement of Purpose:

Vernon County requests the following information in order to monitor our compliance with equal credit opportunity, fair housing, and mortgage disclosure laws. You are not required to furnish this information, but you are encouraged to do so.

Vernon County may neither discriminate on the basis of this information, nor on the basis of whether or not you choose to furnish it. Under Federal regulations Vernon County is required to note race and gender on the basis of visual observation or surname even if you do not choose to supply such information.

	Officer 1	Officer 2
Race/National Origin	<input type="checkbox"/> White	<input type="checkbox"/> White
	<input type="checkbox"/> Asian	<input type="checkbox"/> Asian
	<input type="checkbox"/> Black/African American	<input type="checkbox"/> Black/African American
	<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> American Indian/Alaskan Native
	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander
	<input type="checkbox"/> American Indian/Alaskan Native & White	<input type="checkbox"/> American Indian/Alaskan Native & White
	<input type="checkbox"/> Black/African American & White	<input type="checkbox"/> Black/African American & White
	<input type="checkbox"/> American Indian/Alaskan Native and Black/African American	<input type="checkbox"/> American Indian/Alaskan Native and Black/African American
	<input type="checkbox"/> Other/Multi-racial	<input type="checkbox"/> Other/Multi-racial
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Male
	<input type="checkbox"/> Female	<input type="checkbox"/> Female
Ethnicity	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> Hispanic or Latino
	<input type="checkbox"/> Not Hispanic or Latino	<input type="checkbox"/> Not Hispanic or Latino

Corporate Officer 1: I do not wish to furnish this information

Corporate Officer 2: I do not wish to furnish this information

Equal Opportunity Information Form

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Vernon County requests the following information in order to monitor our compliance with equal credit opportunity, fair housing, and mortgage disclosure laws. You are not required to furnish this information, but you are encouraged to do so.

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	Officer 3	Officer 4
Race/National Origin	<input type="checkbox"/> White	<input type="checkbox"/> White
	<input type="checkbox"/> Asian	<input type="checkbox"/> Asian
	<input type="checkbox"/> Black/African American	<input type="checkbox"/> Black/African American
	<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> American Indian/Alaskan Native
	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander
	<input type="checkbox"/> American Indian/Alaskan Native & White	<input type="checkbox"/> American Indian/Alaskan Native & White
	<input type="checkbox"/> Black/African American & White	<input type="checkbox"/> Black/African American & White
	<input type="checkbox"/> American Indian/Alaskan Native and Black/African American	<input type="checkbox"/> American Indian/Alaskan Native and Black/African American
	<input type="checkbox"/> Other/Multi-racial	<input type="checkbox"/> Other/Multi-racial
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Male
	<input type="checkbox"/> Female	<input type="checkbox"/> Female
Ethnicity	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> Hispanic or Latino
	<input type="checkbox"/> Not Hispanic or Latino	<input type="checkbox"/> Not Hispanic or Latino

Corporate Officer 3: I do not wish to furnish this information

Corporate Officer 4: I do not wish to furnish this information

Please provide the following exhibits. Materials must be sent with the application and will be considered part of the loan application. Please label each exhibit with the corresponding number.

1. Balance Sheet and Profit and Loss Statements for last three fiscal years.
2. Balance Sheet and Profit and Loss Statement for an interim period less than ninety (90) days from date of application.
3. Aging of Accounts Receivable and Payable corresponding with latest available statement.
4. Earnings projections for three (3) years from date of application. Assumptions must be included.
5. Business plan and financing proposal. This should include Company history, a discussion of your industry, sales and marketing plans, discussion of competition, need for financing, and other relevant to your application.
6. Resumes for all individuals listed under "Management".
7. Articles of Incorporation, S-Corp , LLC filing or Sole Ownership Affidavit
8. If you are purchasing equipment with loan proceeds, attach a list of equipment to be purchased.
9. If you are using loan proceeds for new construction, attach plans and specifications along with a proposed construction contract.
10. Commitments for all private financing. The commitments should contain no contingencies other than receipt of Revolving Loan Fund monies
11. Complete the *required* Environmental Checklist (attached).
12. Lending Institution Credit Analysis, if applicable.
13. Cash Flow analysis on monthly basis for the (1st) year of operation.
14. Personal Balance Sheet.
15. Explanation why Vernon County involvement is requested.
16. Marketing analysis.
17. Projected officer(s) salaries.
18. Industry Average Ratios

The undersigned specifically acknowledge that:

Loan Agreements:

1. The property will not be used for any illegal or prohibited purpose or use;
2. All statements made in this application are made for the purpose of obtaining the loan herein; Verification or re-verification of any information contained in the application may be made at any time by Vernon County or its agents, either directly or through a credit reporting agency, from any source named in this application, and the original copy of this application will be retained by Vernon County, even if the loan is not awarded.
3. Vernon County, its agents, successors, and assigns will rely on the information contained in the application. I have a continuing obligation to amend and/or supplement the information provided in this application if any of the material facts which I have represented herein should change.
4. The loan requested by this application will be secured by a mortgage, deed of trust or UCC lien on the property purchased with the assistance of this application;
5. In the event payments on the loan indicated in this application become delinquent, Vernon County, it agents, successors, an assign may, in additional to all their other rights and remedies, report my name and account information to a credit reporting agency;

Wisconsin Marital Property Act Credit Application

In order to comply with the provisions of the Wisconsin Marital Property Act, it is necessary to provide the following information:

1. Marital Status: _____ Married _____ Unmarried _____ Legally Separated (Date of Decree) _____

2. If married:

a. Spouse's name _____

b. Spouse's address _____

3. **Notice to married applicants:** No provision of a marital property agreement (including a Statutory Individual Property Agreement pursuant to s. 766.587, Wis. Stats.), a unilateral statement classifying income from separate property under s.766.59, or court decree under s.766.70 Wisconsin Statutes adversely affects the creditor unless the creditor is furnished a copy of the document prior to the credit transaction or has actual knowledge of its adverse provisions at the time the obligation is incurred.

If you wish to have a marital property agreement, unilateral statement or court decree considered in connection with your application, you may enclose a copy of it with this form.

Certification:

I/WE CERTIFY that the information provided in this application is true and correct as of the date of my signature on this application. I acknowledge my understanding that any intentional or negligent misrepresentation of the information in this application may result in civil liability and/or criminal prosecution. I/We agree to pay for or reimburse Vernon County for the cost for any surveys, title or mortgage examinations, appraisals, etc., performed by Non-Vernon County personnel provided I/we have given my/our consent

* _____
Signature _____ **Date** _____

Print Name: _____

Title: _____

* _____
Signature _____ **Date** _____

Print Name _____

Title: _____

Attest:

Signed: _____ Title: _____

Print Name: _____ Date: _____



**ATTACHMENT 1
Environmental Checklist**

This worksheet has been designed to determine whether a project is in compliance with environmental concerns.

Is this project New Construction? Yes No

If so, will it disturb undeveloped land? Yes No

If the structure requires renovation, is it over 50 years old? Yes No

Is it listed on the State Historical Archives: Yes No

www.wisconsinhistory.org/historicpropertyrecords

Is the project located on a lake, river, stream, or another body of water? Yes No

If yes, please list: _____

Is the project located in a wetland or adjacent to a wetland? Yes No

Is the water supply municipal or a private on-site well? Yes No

If a public system is not available, will individual wells meet the Safe Drinking Water Act? Yes No

Will the project affect endangered species and, or, their habitats? Yes No

Provide evidence of available solid waste disposal facility for project waste disposal. _____

Provide the current zoning, and if a zoning change will occur, supply zoning change documentation. _____

List industrial plants, chemical or pesticide related storage facilities/warehouses and a farmer's Co-ops within one-half mile of site.

List industries, manufacturing, and processing plants (including quarries and mines within one-half mile of proposed projectsite) _____

List roadways within 1,000 feet of proposed project

Name of roadway _____

The speed limit: _____

Distance to stop signs or traffic lights _____

Cite public airports within five miles and military airports within 15 miles of the proposed project site.

The distance from proposed project to railroad _____

**Vernon County
Privacy & Disclosure Notice**

We may collect non-public personal information about you from the following sources:

- Information that you provide to us, such as on applications or other forms;
- Information about your transaction with us or others; and
- Information from others, such as credit bureaus, real estate appraisers and employers

We do not disclose any non-public personal information about you to anyone, except as permitted by law.

To maintain security of customer information, we restrict access to your personal and account information to persons who need to know that information to provide you products or services. We maintain physical, electronic and procedural safeguards that comply with federal standards to guard your non-public personal information.

If you decide to close your account(s) or become an inactive customer, we will adhere to the privacy policies and practices as described in this notice.

ACKNOWLEDGMENT OF RECEIPT OF NOTICE

Each of the undersigned hereby acknowledges the receipt of completed copies of the Privacy Notice.

Signature

Date

Signature

Date

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Privacy & Disclosure Notice**

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- Information that you provide to us, such as on applications or other forms;
- Information about your transaction with us or others; and
- Information from others, such as credit bureaus, real estate appraisers and employers

We do not disclose any non-public personal information about you to anyone, except as permitted by law.

To maintain security of customer information, we restrict access to your personal and account information to persons who need to know that information to provide you products or services. We maintain physical, electronic and procedural safeguards that comply with federal standards to guard your non-public personal information.

If you decide to close your account(s) or become an inactive customer, we will adhere to the privacy policies and practices as described in this notice.

ACKNOWLEDGMENT OF RECEIPT OF NOTICE

Each of the undersigned hereby acknowledges the receipt of completed copies of the Privacy Notice.

Signature

Date

Signature

Date