



APPLICATION

Dairy Improvement Fund



A completed loan application package must include all attachments listed on page 5 before it can be reviewed.

APPLICANT INFORMATION

Applicant Name			
Tax ID or SS Number		Date Established	
Mailing Address		City/State/Zip	County
Phone Number	Fax Number	Email Address	
Contact Person Name		Contact Title	
Contact Phone Number	Contact Cell Number	Contact Email Address	

Business Type	<input type="checkbox"/> Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> S-Corp	<input type="checkbox"/> C-Corp
	<input type="checkbox"/> LLC	<input type="checkbox"/> LLP	<input type="checkbox"/> Other (describe)	

Is there any legal action currently pending or threatened against the applicant or any guarantor? <i>(See page 2 for guarantor information.)</i>	<input type="checkbox"/> No	If yes, please explain
	<input type="checkbox"/> Yes	

LOAN INFORMATION

Amount Requested	Term Requested
Number of Jobs Created	Number of Jobs Retained
Public Benefit	
Purpose of Loan	Number of Years Business Operating



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Individuals owning 20% or more of the applicant company or owning 5% or more of the applicant company and receiving substantial income from the applicant company must provide unlimited personal guarantees of the loan, if approved.

GUARANTOR INFORMATION

Guarantor Name #1				
Mailing Address		City	State/Zip	County
Phone Number	Cell Number	Email Address		
Tax ID or SS Number				

Guarantor Name #2				
Mailing Address		City	State/Zip	County
Phone Number	Cell Number	Email Address		
Tax ID or SS Number				

Guarantor Name #3				
Mailing Address		City	State/Zip	County
Phone Number	Cell Number	Email Address		
Tax ID or SS Number				



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Applicant Name

Business Principals: List all Partners, Stockholders, and/or Members and their ownership percentage. (Attach additional sheets if necessary.)			
Name & Title	Address	Phone Number	Ownership Percentage
			%
			%
			%

Business Indebtedness: Include major leases. Use an asterisk (*) to identify debts to be paid with loan proceeds. (Attach additional sheets if necessary.)							
Payable To	Original Amount	Original Date	Present Balance	Interest Rate	Maturity Date	Monthly Payment	How Secured

Proposed Collateral: (Attach additional sheets if necessary.)					
Type	Description	Market Value	Basis for Valuation	Existing Lien holder	Outstanding Balance



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SIGNATURE and CERTIFICATION

By signing below, I represent that I am the individual authorized to complete this application on behalf of the applicant. I (we) also certify that the information provided and submitted in connection with the application is true and accurate and fairly presents the business and financial status of the applicant. I (we) authorize FAME to conduct appropriate business or personal credit checks. I (we) also certify that I (we) have read and understand FAME's Disclosure and Confidentiality Statement.

FAME Disclosure and Confidentiality Statement

Certain information in the Finance Authority of Maine's (FAME's) possession must be available for public inspection after an application for financial assistance is received. This information includes the names of applicants, including principals; the amounts, types and general terms of financial assistance; description of projects and businesses benefiting from the assistance; the number of jobs and the amount of tax revenues projected in connection with a project; and the names of participating financial institutions.

Certain records at FAME are designated confidential and will not be available to the public for inspection. This includes the disclosure of records which would constitute an invasion of an individual's privacy, such as: personal tax returns, financial statements, assessments of creditworthiness or financial condition, records obtained by FAME in connection with any monitoring or servicing of an existing project, or the release of any records or information which FAME has determined could cause competitive detriment to a business or individual to whom the information belongs and/or pertains.

If an applicant wants certain information to remain confidential, the applicant must clearly identify what information or documents are to remain confidential. The applicant must also explain in writing the basis for such a request. Where the applicant asserts that the basis for the confidentiality request is that release of the information could cause a competitive disadvantage, or loss of a competitive advantage, the applicant must provide FAME with sufficient information to independently determine the likelihood of such a detriment. Applicants may wish to consult an attorney or FAME's legal counsel regarding the scope of public disclosure and confidentiality as it relates to FAME and the business seeking assistance.

Information may be shared with the Department of Agriculture, Conservation and Forestry and the DIF Eligibility Review Committee and Financial Review Committee.

Applicant/Authorized Representative Signature

Date

Applicant/Authorized Representative Printed Name and Title

Guarantor #1 Signature

Date

Guarantor #1 Printed Name

Guarantor #2 Signature

Date

Guarantor #1 Printed Name

Guarantor #3 Signature

Date

Guarantor #1 Printed Name



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APPLICATION CHECKLIST

The Maine Department of Agriculture, Conservation and Forestry will forward Applicant's eligibility notification letter and approved Eligibility Form to FAME.

A loan application package must be complete in order to be reviewed. A complete loan application package must include the following:

- This completed Dairy Improvement Fund Application
- Federal income tax returns for the previous three years for Business/Applicant and also for each Guarantor
- Financial statements, including profit & loss statement, income statement, cash flow statement, balance sheet with notes, and future projections
- Personal Financial Statement(s) of Guarantors
- Business Plan with three-year projections, unless previously submitted with Eligibility Form
- Copies of Appraisal(s) (if applicable)
- Land, Lease and/or Easement Agreements (if applicable), unless previously submitted with Eligibility Form

Supplemental information such as collateral appraisals, marketing plans, resumes, site assessments, and aging of accounts receivable/payable may be requested by FAME. If these materials are readily available, please include them with your application package.

A program description, including terms and conditions, is available online at www.famemaine.com/business.

PLEASE SEND COMPLETED APPLICATION AND ALL REQUIRED SUPPORTING DOCUMENTS TO:

Finance Authority of Maine
P.O. Box 949
Augusta, ME 04332-0949

1-800-228-3734 • 207-623-3263
TTY: 207-626-2717

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