



# APPLICATION

## Nutrient Management Loan Program



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

### APPLICANT INFORMATION

Applicant Name	
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Tax ID or SS Number	Date Established
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Mailing Address	City/State/Zip	County
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Phone Number	Fax Number	E-mail Address
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Contact Person Name	Title
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Phone Number	Cell Number	E-mail Address
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<b>Business Type</b>	<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)	

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

Amount Requested	Term Requested
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Number of Jobs Created	Number of Jobs Retained
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Public Benefit
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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
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<b>Business Principals: List all Partners, Stockholders, and/or Members and their ownership percentage. (Attach additional sheets if necessary.)</b>			
Name & Title	Address	Phone Number	Ownership Percentage
			%
			%
			%

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

<b>Proposed Collateral: (Attach additional sheets if necessary.)</b>					
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.

\_\_\_\_\_  
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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## Nutrient Management Loan Program



### 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 Nutrient Management Loan Program 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 the Authority. 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](http://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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