

Regional Economic Development Revolving Loan Program for Daycare

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

BUSINESS/BORROWER INFORMATION

Business/Borrower Name		Federal Tax ID#	
Mailing Address		City/State/Zip	County
Phone Number	Fax Number	Email Address	

LOAN INFORMATION

Amount Requested (maximum of \$350,000)	Term Requested
Number of Jobs Created	Number of Jobs Retained
Public Benefit (attach additional sheet, if necessary)	
Purpose of Loan	Number of Years Business Operating

GUARANTOR INFORMATION

Guarantor Name			
Federal Tax ID Number	NAICS Number	Date Established	State
Mailing Address	City/State/Zip	County	
Phone Number	Fax Number	Email Address	
Contact Person Name	Title		
Phone Number	Fax Number	E-mail Address	

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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)	

Are there underground tanks on the property?	<input type="checkbox"/> Yes	If yes, please explain.
	<input type="checkbox"/> No	

Is the daycare used or to be used for providing, for compensation, regular service of care and protection for any part of a day less than 24 hours to a child or children under 16 years of age whose parents work outside of the home, attend an educational program or are otherwise unable to care for their children which (1) meets all required licensing standards; and (2) utilizes recognized quality indicators for child care services approved by Maine Department of Health and Human Services (DHHS)?

- Yes
 No

Do the proposed improvements include lead abatement?

- Yes (maximum of \$15,000)
 No

Is there any legal action currently pending or threatened against the applicant(s) or guarantor(s)?

- Yes
 No

If yes, please explain (attach additional sheets as necessary).

BUSINESS PRINCIPALS

List all Partners or Stockholders and their ownership percentage*.
(Attach additional sheets if necessary.)

Name & Title	Address	Social Security Number	Phone Number	Ownership Percentage
				%
				%
				%

*Individuals owning 20% or more of the business must provide unlimited personal guarantees.

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



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PROPOSED COLLATERAL

(Attach additional sheets if necessary.)

Type	Description	Market Value	Basis for Valuation	Existing Lien holder	Outstanding Balance

SIGNATURE and CERTIFICATION

By signing below, I represent that I am the individual authorized to complete this application on behalf of the above borrower. I 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 authorize FAME to conduct appropriate business or personal credit checks.

Borrower/Authorized Representative Signature

Date

Borrower/Authorized Representative Name

Guarantor Signature

Date

Guarantor Name

Guarantor Signature

Date

Guarantor Name

FAME DISCLOSURE and CONFIDENTIALITY STATEMENT

Certain information in the Authority'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 the financial institutions participating with the Authority.

Certain records of the Authority 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 or financial statements, assessments of creditworthiness or financial condition, records obtained by the Authority in connection with any monitoring or servicing on an existing project, and any records or information the release of which the Authority had determined could cause a business or competitive detriment to the person to whom the information belongs or pertains.

If an applicant desires certain information remain confidential, the applicant must clearly identify what information or documents it wishes 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 business or competitive disadvantage, or loss of a competitive advantage, the applicant must provide the Authority with sufficient information to independently determine the likelihood of such a detriment. Applicants may wish to consult their attorney or the Authority's legal counsel as to the scope of public disclosure and confidentiality as it relates to the Finance Authority of Maine and the business seeking assistance.

Borrower and Guarantor Certification

By signing below, I represent that I am the individual authorized to complete this application on behalf of the above borrower and I also certify that the information provided and submitted in connection with this application is true and accurate and fairly presents the business and financial status of the applicant. I further certify that I have read and understand the Finance Authority of Maine's Disclosure and Confidentiality Statement.

SIGNATURE and CERTIFICATION

By signing below, I certify that I have read and understand the Finance Authority of Maine's (FAME's) Disclosure and Confidentiality Statement.

Borrower/Authorized Representative Signature

Date

Borrower/Authorized Representative Name

APPLICATION CHECKLIST

A completed loan application package must include the following before it can be reviewed:

- Regional Economic Development Revolving Loan Program for Daycare Application
- Detailed description of the physical improvements to be made to the daycare site with the financing.
- Copy of daycare license and evidence of utilization of recognized DHHS quality indicators for childcare services.
- Detail of sources and uses (include itemized description of work and costs) of all financing.
- Business' Federal tax return for the previous two years and/or complete accountant prepared financial statements (income statements and balance sheet and notes).
- Interim financial statements (if the most recent financial information is older than 90 days).
- Personal Financial Statement(s) and Federal Income Tax Return(s) of all owners and guarantors with 20% or more ownership.
- One-year pro forma balance sheet, income statement, and monthly cash flow statement with supporting assumptions.
- Copies of signed commitment letter from other financing sources as applicable.
- Environmental Questionnaire
- Employment Plan (if your business employs ten or more)

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