

LOAN ASSISTANCE QUESTIONNAIRE

Please complete this questionnaire as best you are able. Return this completed questionnaire to our office at GSU SBDC, P.O. Box 3986, Atlanta, GA 30302-3986. After the questionnaire has been reviewed, you will be contacted to discuss your loan application.

(Signature of Person Requesting Service) _____ (Date) _____

Date: _____

Name of Applicant: _____

Company Name: _____

Business Mailing Address: _____

City _____ State _____ Zip _____

Business Telephone Number: _____

Home Address: _____

City _____ State _____ Zip _____

Home Telephone Number: _____

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BUSINESS INFORMATION (Please place an **X** next to the correct response)

Are you currently in business? Yes _____ No _____

If no, when is your intended start date? _____

On what date was the business established under its current ownership? _____

Type of Business (specify one) Manufacturing _____ Wholesale _____ Professional _____
Service _____ Retail _____ Other _____

Please briefly describe your product or service: _____

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LEGAL STRUCTURE OF BUSINESS (Please place an **X** next to the correct response)

Proprietorship _____ Partnership _____ Corporation _____

S Corporation _____ Limited Liability Company _____

Who are the current owners?

<u>Name</u>	<u>Percent Ownership</u>
_____	_____
_____	_____

Current number of employees _____ Current number of minority employees _____

LOAN INFORMATION (Please place an X next to the correct response)

Do you expect to raise money through Banks Other Lenders or through Private Investors?

What is the purpose of the loan request?

Business Start-up Business Expansion

Business Purchase Other (Explain) _____

How much money will you be requesting? \$ _____

How much money do you plan on investing in the project? \$ _____

How much money have you invested in the project? \$ _____

How much money is available from other investors for this project? \$ _____

Describe the collateral you plan on pledging for the loan:

<u>Collateral</u>	<u>Value</u>
_____	_____
_____	_____
_____	_____

BUSINESS FINANCIAL INFORMATION (Please place an X next to the correct response)

Can you furnish:

Financial Projections (start-up only) Yes No

Interim Balance Sheet (no more than 45 days old) Yes No

Interim Profit & Loss Statement (no more than 45 days old) Yes No

Personal Financial Statement (no more than 45 days old) Yes No

Past 3 Years Business Tax Returns Yes No

If no, please explain _____

Are your business taxes including payroll withholding up to date? Yes No

Who prepares your business financial statements? CPA Yourself Other

List all current business debt

<u>Company</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Term Payment</u>	<u>Account Status</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

