



### Loan Fund Application

Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

(Street address) (City) (State) (Zip code)

Business Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

Tax Identification Number (TIN/EIN) : \_\_\_\_\_

Email Address: \_\_\_\_\_ Website Address: \_\_\_\_\_

**Applicant(s)/Owner(s):** (if multiple, attach information on all).

Name: \_\_\_\_\_ TxDL#: \_\_\_\_\_ SSN#: \_\_\_\_\_ Ownership%: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ TxDL#: \_\_\_\_\_ SSN#: \_\_\_\_\_ Ownership%: \_\_\_\_\_ Title: \_\_\_\_\_

Supplemental Contact Information: (Not living in same residence)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Address: \_\_\_\_\_

**Business Owner(s):** \_\_\_\_\_ Male \_\_\_\_\_ Female (if more than one, put appropriate amount in ea. blank)

**Ethnicity (optional):** \_\_\_\_\_ Asian \_\_\_\_\_ Anglo \_\_\_\_\_ African American \_\_\_\_\_ Hispanic \_\_\_\_\_ Native American \_\_\_\_\_ Other  
(Specify: \_\_\_\_\_)

|                                |                 |          |
|--------------------------------|-----------------|----------|
| <b>Estimated Loan Request:</b> | Working Capital | \$ _____ |
|                                | Equipment       | \$ _____ |
|                                | Real Estate     | \$ _____ |
|                                | Other           | \$ _____ |
| <b>Total:</b>                  |                 | \$ _____ |

**Estimated Owner Cash Contribution:** \$ \_\_\_\_\_

I (we) authorize PeopleFund and/or its agents to make any investigations of credit either directly or through any agency which has credit information. I understand that there are normal costs associated with loan underwriting. **At a minimum all approved loans are subject to: 1) 2% Origination Fee, 2) \$325 Loan Document Preparation Fee, 3) \$60 UCC Search/Filing Fee.** (This list does not enumerate all fees, only minimal fees. Loans collateralized with vehicles or Real Estate are subject to other standard fees which may be significant.) Prior to processing the loan application, I understand that I must submit a \$30.00 non-refundable application fee and a \$15.00 credit report fee for each guarantor. I agree to inform PeopleFund immediately of any matter which may cause significant changes in my financial condition. I allow PeopleFund staff to share my business information with PeopleFund board and investment committee.

If approved, all PeopleFund clients are required to enroll in auto-debit loan payment withdrawal.

I acknowledge PeopleFund is a federally funded organization and that fraud can be prosecuted as a criminal offense.

**Applicant(s) Signature:** \_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

**BUSINESS INFORMATION**

**Business Structure:**    \_\_\_ Proprietorship    \_\_\_ General Partnership    \_\_\_ Corporation    \_\_\_ S-Corp.    \_\_\_ L.L.C.  
\_\_\_ L.P. \_\_\_ Entity To Be Formed

**Years of operation under current ownership:** \_\_\_ years    \_\_\_ new business

**Last year's Revenues:**    \$ \_\_\_\_\_                      **Current Revenues:**    \$ \_\_\_\_\_

**Was your business profitable within the last three years?** \_\_\_\_\_

**Are you/company current with payroll taxes?**

**Property taxes?**

**Income tax?**

**Sales tax?**

**Franchise tax?**

**Any other applicable tax?**

**If you answered no to any of the above, please explain:** \_\_\_\_\_

**Do you or your company have any tax liens and/or judgments?**

**Have or your company have any tax liens and/or judgments?**

**Have you ever filed Bankruptcy?** \_\_\_ **If yes, which type?** \_\_\_ Ch. 7 \_\_\_ Ch. 11 \_\_\_ Ch. 13 *(Check One)*

*Date of last Bankruptcy:* \_\_\_\_\_

*Explain:* \_\_\_\_\_

**Are you/your company currently under any litigation?**

**Explain:**

**Number of Employees:** **Current** \_\_\_ Full-time \_\_\_ Part-time    **After loan** \_\_\_ Full-time \_\_\_ Part-time

**Primary Business Bank:** \_\_\_\_\_ **Contact & phone:** \_\_\_\_\_

**How did you find out about us?** Name \_\_\_\_\_ Organization \_\_\_\_\_

**INTAKE INFORMATION**

**Does your company have a financial tracking/reporting system?**

**Do you use QuickBooks?** \_\_\_\_\_

**Other Software?** \_\_\_\_\_ **(Specify)** \_\_\_\_\_

**Do you use a payroll service?**

**Do you use a bookkeeper?** \_\_\_ **CPA** \_\_\_

**Who prepares income taxes?**

**Who prepares quarterly tax remittances?**

**How often do you prepare your financial statements?**

**How often do you review your financial statements?**

**Do you use a** \_Accrual \_Cash \_Modified Cash Accounting?

**Do you have a collection policy?**

Years of operation under current ownership: \_\_\_\_\_ years \_\_\_\_\_ new business

Last year's Revenues: \$ \_\_\_\_\_ Current Revenues: \$ \_\_\_\_\_

Was your business profitable within the last three years? \_\_\_\_\_

Are you/company current with payroll taxes?

Property taxes?

Income tax?

Sales tax?

Franchise tax?

Any other applicable tax?

Have you filed your personal taxes for most recent year? \_\_\_\_\_ Extension? \_\_\_\_\_

Have you filed your business taxes for most recent year? \_\_\_\_\_ Extension? \_\_\_\_\_

Do you or your company have any tax liens and/or judgments?

Have your company have any tax liens and/or judgments?

Have you ever filed Bankruptcy? \_\_\_\_\_ If yes, which type? \_\_\_\_\_ Ch. 7 \_\_\_\_\_ Ch. 11 \_\_\_\_\_ Ch. 13 (Check One)

Date of last Bankruptcy: \_\_\_\_\_

Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you/your company currently under any litigation?

Explain:

Number of Employees: Current \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ After loan \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time

Primary Business Bank: \_\_\_\_\_ Contact & phone: \_\_\_\_\_

**PeopleFund Loan Fund Checklist**

Dear Applicant:

Before we can begin processing your financing request, please provide the PeopleFund with the following information. ***We will also need \$15.00 to pull your credit report and \$30.00 for the application fee.***

\_\_\_\_\_ Application and loan request amount (*use the enclosed forms*)

\_\_\_\_\_ Breakdown of how requested funds will be used

\_\_\_\_\_ \$15.00 Credit Report Fee for each applicant or guarantor

\_\_\_\_\_ \$30.00 Application Fee

**BUSINESS INFORMATION**

\_\_\_\_\_ 3 years Business financial statements including most current as of the most recent reconciled month

\_\_\_\_\_ 3 years Business Tax Returns statements including most current

\_\_\_\_\_ Current Accounts Receivable aging report (*if applicable to your business*)

\_\_\_\_\_ Current Accounts Payable aging report

\_\_\_\_\_ Financial Projections

\_\_\_\_\_ Debt Schedule (*complete enclosed form*)

\_\_\_\_\_ Business plan

**PERSONAL INFORMATION**

\_\_\_\_\_ Personal Financial Statements (*complete the enclosed 3 page form or provide us with your own*)

\_\_\_\_\_ Personal Tax Returns (*last three years including the most current*)

\_\_\_\_\_ Owner Resume (Need not be formal)

\_\_\_\_\_ Photo copy of Owner(s)/Guarantor(s) Driver's License or other valid identification

\_\_\_\_\_ Other items as indicated: \_\_\_\_\_

**\*\*\*Please note all PeopleFund Clients are required to enroll in an auto debit account.**

**PERSONAL FINANCIAL STATEMENT**

As of \_\_\_\_\_, 20\_\_\_\_

Complete this form if (1) a sole proprietorship; (2) a partnership by each partner; (3) a corporation by each officer and each stockholder with 20% or more ownership; (4) any other person or entity providing a guaranty on the loan.

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Social Security No. \_\_\_\_\_

Business name & address (of person submitting Statement) \_\_\_\_\_

|                          |                      |                        |                      |               |
|--------------------------|----------------------|------------------------|----------------------|---------------|
| <b>Assets</b>            |                      | <b>Sources of Cash</b> | <b>Monthly</b>       | <b>Annual</b> |
| Checking                 | <input type="text"/> | Income #1-             | <input type="text"/> | -             |
| Savings                  | <input type="text"/> | Income #2-             | <input type="text"/> | -             |
| CDs/Stock                | <input type="text"/> | Rental Income          | <input type="text"/> | -             |
| IRAs/Retirement          | <input type="text"/> | Other Income           | <input type="text"/> | -             |
| Homestead                | <input type="text"/> | <hr/>                  |                      |               |
| Other Real Estate        | <input type="text"/> | Total Income           | -                    | -             |
| Auto                     | <input type="text"/> |                        |                      |               |
| Other                    | <input type="text"/> | <b>Cash Outflows</b>   |                      |               |
| <b>Total Assets</b>      | -                    | Income Taxes           | <input type="text"/> | -             |
|                          |                      | Credit Cards           | <input type="text"/> | -             |
| <b>Liabilities</b>       |                      | Auto Debt              | <input type="text"/> | -             |
| Taxes (if past due)      | <input type="text"/> | Auto Insurance         | <input type="text"/> | -             |
| <b>Credit Cards</b>      | <input type="text"/> | Other Debt             | <input type="text"/> | -             |
| <b>Auto Loans</b>        | <input type="text"/> | Rent/Mortgage          | <input type="text"/> | -             |
| <b>Mortgage/Rent</b>     | <input type="text"/> | Other R/E Debt         | <input type="text"/> | -             |
| Other R/E Debt           | <input type="text"/> | Insurance              | <input type="text"/> | -             |
| Installment Loans        | <input type="text"/> | Electric               | <input type="text"/> | -             |
| Other                    | <input type="text"/> | Waste/Water            | <input type="text"/> | -             |
| <b>Total Liabilities</b> | -                    | Phone                  | <input type="text"/> | -             |
| <b>Net Worth</b>         | -                    | Cell Phone             | <input type="text"/> | -             |
|                          |                      | Food                   | <input type="text"/> | -             |
| <b>Debt to Worth</b>     |                      | Entertainment          | <input type="text"/> | -             |
|                          |                      | Other Expenses         | <input type="text"/> | -             |
|                          |                      | <hr/>                  |                      |               |
|                          |                      | Total Expenses         | -                    | -             |
|                          |                      | <b>Net Cash Flow</b>   | -                    | -             |

\*Information must include spouse.

**PeopleFund policy requires all owners and their spouses to personally guarantee all loans.**

**Other Assets**

| Type/Name | Value |
|-----------|-------|
| 1         |       |
| 2         |       |
| 3         |       |
| 4         |       |
| 5         |       |
|           | 0     |

**Other Liabilities**

| Type/Name | Value |
|-----------|-------|
|           |       |
|           |       |
|           |       |
|           |       |
|           |       |
|           | 0     |

**Other Income**

| Type/Name | Value |
|-----------|-------|
| 1         |       |
| 2         |       |
| 3         |       |
| 4         |       |
| 5         |       |
|           | 0     |

**Other Expense**

| Type/Name | Value |
|-----------|-------|
|           |       |
|           |       |
|           |       |
|           |       |
|           |       |
|           | 0     |

|   |
|---|
| <b>Section 1. Other Stocks and Bonds:</b> Give listed and unlisted Stocks and Bonds (use separate sheet if necessary) |
|---|

Market Value Statement Date \_\_\_\_\_

| No. of Shares | Name of Securities | Cost | Quotation | Amount |
|---------------|--------------------|------|-----------|--------|
|               |                    |      |           |        |
|               |                    |      |           |        |
|               |                    |      |           |        |
|               |                    |      |           |        |

|   |
|---|
| <b>Section 2. Real Estate owned</b> (List each parcel separately. Use supplemental sheets if necessary. Each sheet must be identified as a supplement to this statement and signed. Also advise whether property is covered by title insurance, abstract title, or both.) |
|---|

|  | Property A | Property B | Property C |
|--|------------|------------|------------|
| Type of property                                 |            |            |            |
| Name & address of property                       |            |            |            |
| Date Purchased                                   |            |            |            |
| Original Cost                                    |            |            |            |
| Present Market Value                             |            |            |            |
| Name & address of Mortgage Co.                   |            |            |            |
| Account Number                                   |            |            |            |
| Balance  |            |            |            |
| Payment per month                                |            |            |            |
| Status of Mortgage (i.e., current or delinquent) |            |            |            |

**Section 3. Other Assets** (Describe)

**Section 4. Other Liabilities** (Describe in detail)

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Signature

Date

---

Signature

Date

# PeopleFund

**PLEASE INCLUDE ALL EXISTING BUSINESS DEBTS**

Debt Schedule as of \_\_\_\_\_

| Creditor Name/Address | Original Amount | Original Date | Present Balance | Interest Rate          | Maturity Date | Monthly Payment | Security | Current or Delinquent |
|-----------------------|-----------------|---------------|-----------------|------------------------|---------------|-----------------|----------|-----------------------|
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
|                       |                 |               |                 |                        |               |                 |          |                       |
| TOTAL PRESENT BALANCE |                 |               |                 | TOTAL MONTHLY PAYMENTS |               |                 |          |                       |

\*Should be the same date as current financial statement.  
 \*\*Total must agree with balance shown on current financial statement.