

MICROLOAN PROGRAM APPLICATION



Project Name:

Project Address:

Contact Name:

Contact Address:

Telephone:

Email:

Year Business Established:

Applicant Is:

Owner Lessee of Property Sole Proprietorship
 Partnership Corporation Other Business Structure
 Number of Employees: Full Time Part Time

Brief Description of Business:

List all owners, directors, or partners having 20% or greater interest:

Project Description:

Project Costs

Working capital	
Inventory	
Equipment or supplies	
Fixtures	
Minor building improvements	
Natural disaster recovery	

Project Financing

Personal Funds	
Lender Funds	
RACK Funds Requested	
Other	

Application Agreement

The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a loan under the Microloan Program and is true and complete to the best of the applicant's knowledge.

The applicant further certifies that they are the owner of the property described in this application, or the lessee with proof of the owner's consent to improve said property.

The applicant further certifies that the loan proceeds will be used for the work and materials identified in this application and will abide with all provisions and guidelines of the Microloan Program.

The applicant further authorizes disclosure of all financial information submitted in connection with this application by and between the Redevelopment Authority of the City of Kaukauna and any lender agreeing to participate with the applicant's loan through this program.

Signature of Applicant

Date

Signature of Applicant

Date

APPLICATION FORMS CHECKLIST

The RACK loan application forms are included on the preceding pages. Please complete all fields on the form for the appropriate loan. If you need more space, you can include additional information as attachments to the form. Please indicate this by writing “attached” in the relevant field(s). If you need assistance with the form, please contact the Planning and Community Development Director.

Application Checklist

Please review this checklist prior to submitting your loan application to ensure all needed information is included. Descriptions of each item can be found in the Redevelopment Authority Loan Program Handbook.

1	Completed Application Form	
2	Business Description	
3	Business Performance History & Projections	
4	Business Plan	
5	Project Description	
6	Description of Need	
7	Estimates	
8	Financial Statements	
9	Copy of Bank Loan Application Materials	
10	Commitment from Private Lenders (if applicable)	
11	Proof of Personal Financial Commitment	
12	Proof of Landlord Consent (if applicable)	
13	Exterior Improvement Visuals (if applicable)	

