



**Paycheck Protection Program
Lender's Application for 7(a) Loan Guaranty**

OMB Control No.: 3245-xxxx
Expiration Date: XX/XX

The purpose of this form is to collect identifying information about the Lender, the Applicant, the loan guaranty request, sources and uses of funds, the proposed structure (which includes pricing and the loan term), and compliance with SBA Loan Program Requirements.

Instructions for Lenders

All Paycheck Protection Program (PPP) loans are processed by all Lenders under delegated authority from SBA. This form is to be completed in its entirety, signed, dated, and retained in lender's loan file. This application must be submitted electronically in accordance with program requirements.

A. Lender Information	
Lender Name: _____	Lender Location ID: _____
Address: _____	City: _____ ST: _____ Zip: _____
Lender Contact: _____	Ph: () - _____ Cell or Ext: () - _____
Contact Email: _____	Title: _____

B. Applicant Information	
Applicant	Check One: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> C-Corp <input type="checkbox"/> S-Corp <input type="checkbox"/> LLC <input type="checkbox"/> Independent contractor <input type="checkbox"/> Eligible self-employed individual <input type="checkbox"/> 501(c)(3) nonprofit <input type="checkbox"/> 501(c)(19) veteran's organization <input type="checkbox"/> Tribal business (sec. 31(b)(2)(C) of Small Business Act) <input type="checkbox"/> Other
	Applicant Legal Name: _____ NAICS Code (6 digit): _____
	DBA: _____ Business Tax ID: _____
	Applicant Address: _____ City, ST, Zip: _____
	Applicant Primary Contact: _____ Primary Contact Phone: () - _____

C. Loan Structure Information			
Amount of Loan Request: \$ _____	Guarantee %: 100%	Loan Term in # of Months: 24	Payment: \$ _____
Attach separate sheet to show how the loan amount was calculated in accordance with any Federal Register Notices published for the Paycheck Protection Program and the CARES Act (P.L. 116-93) and retain all supporting documentation in Lender's file.			
Interest Rate: 0.50%			

D. Complete Project Information (\$ in thousands & must be supported in lender credit memo)	
Use of Proceeds (Sources and Uses)	SBA 7(a) Loan
Payroll costs	\$
Costs related to the continuation of group health care benefits during periods of paid sick, medical or family leave, and insurance premiums	\$
Employee salaries, commissions, or similar compensation (capped at an annualized rate of \$100K per employee)	\$
Mortgage interest payments	\$
Rent	\$
Utilities	\$
Interest on debt incurred before February 15, 2020	\$
Refinance eligible EIDL	\$
Total	\$

E. General Eligibility (If no, the loan cannot be approved.)	
<ul style="list-style-type: none"> Applicant (1) was in operation on February 15, 2020 and either had employees for whom the Applicant paid salaries and payroll taxes or paid independent contractors, as reported on Form(s) 1099-MISC, (2) is located in the United States and its territories or possessions, (3) is small (as defined by 13 CFR Part 121) or meets the employee-based size standard established in the CARES Act (whichever is greater), and (4) is impacted by COVID-19 Emergency. <input type="checkbox"/> Yes <input type="checkbox"/> No If Applicant is an independent contractor, eligible self-employed individual, or sole proprietor, Lender has documentation in its file to support the Applicant is eligible for a PPP loan. <input type="checkbox"/> Yes <input type="checkbox"/> No 	

F. Types of Ineligible Businesses	
<ul style="list-style-type: none"> Lender has reviewed the Applicant and has determined it is not an ineligible business under 13 CFR 120.110 and SOP 50 10, other than a 501(c)(3) nonprofit organization or a religious business or organization that provides secular services that are available to the general public. <input type="checkbox"/> True 	

G. Franchise/License/Jobber/Membership or Similar Agreement			
• Does the applicant business operate under a Franchise/License/Jobber/Membership or similar Agreement?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Tradename under the Agreement:		Franchise Identifier Code:	
Please answer the following statements (<i>if the answer to any statement below is "no," the loan is not eligible</i>).			
▪ Applicant's brand is eligible for SBA financial assistance and either (a) it meets the FTC definition of franchise and is included on the SBA Franchise Directory, or (b) does not meet the FTC definition of a franchise.			<input type="checkbox"/> Yes <input type="checkbox"/> No
▪ If Applicant operates under multiple agreements, Lender has determined that all of Applicant's brands are eligible, and those brands that meet the FTC definition of a franchise are on the SBA Franchise Directory.			<input type="checkbox"/> Yes <input type="checkbox"/> No

H. Character Determination (For those individuals who are required to execute SBA Form 2483)			
Has the Lender verified that no individual completing SBA Form 2483 is subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought, or currently incarcerated, on parole or probation? (<i>If no, the loan cannot be approved.</i>)			<input type="checkbox"/> Yes <input type="checkbox"/> No
For any individual answering affirmatively to question 6 on SBA Form 2483 regarding prior conviction(s), Lender has confirmed that all disclosed crimes were misdemeanors (not involving a crime against a minor), fully dispositioned by the court more than 6 months ago, or any conviction(s) for a felony or misdemeanor for a crime against a minor was more than 7 years ago. (<i>If no, the loan cannot be approved.</i>)			<input type="checkbox"/> Yes <input type="checkbox"/> No

I. Prior Loss to Government/Delinquent Federal Debt (If "Yes" loan cannot be approved.)			
• Applicant business previously defaulted on a Federal loan or federally assisted financing that resulted in the Federal government, or any of its departments or agencies, sustaining a loss, including any compromise agreement with any such agency/department.			<input type="checkbox"/> Yes <input type="checkbox"/> No
• Another business owned or controlled by the Applicant or any owner of 20% or more of the Applicant defaulted on a Federal loan (or guaranteed a loan which was defaulted) within the last 7 years and caused the Federal government, or any of its agencies, or departments to sustain a loss in any of its programs, including any compromise agreement with any such agency/department.			<input type="checkbox"/> Yes <input type="checkbox"/> No
• The Applicant or any owner of 20% or more of the Applicant is currently delinquent on any Federal debt.			<input type="checkbox"/> Yes <input type="checkbox"/> No

J. Citizenship <i>If no, the loan cannot be approved.</i>			
• The business is at least 51% owned by individuals who are <input type="checkbox"/> U.S. citizens and/or who have <input type="checkbox"/> Lawful Permanent Resident (LPR) status, whose status the lender has verified with the USCIS through the SBA, AND will control the management and daily operations of the business			<input type="checkbox"/> Yes <input type="checkbox"/> No

L. Size Analysis	
If the Applicant has Affiliates, please provide a list, including Affiliate name and tax ID #, and discuss possible basis of affiliation. If an affiliation exists complete a Size Analysis for each affiliate. If Applicant is a business concern with not more 500 employees that, as of the date on which the covered loan is disbursed, is assigned a NAICS code beginning with 72; a business concern operating as a franchise that is on the SBA Franchise Directory and assigned a franchise identifier code by SBA; or a business concern that received financial assistance from a Small Business Investment Company, any Affiliates do not need to be included in the size analysis.	
Use this size standard <input type="checkbox"/>	
Primary Industry	
NAICS Code	
Average annual receipts over the last three completed fiscal years per Federal Tax Return (exclude affiliates)	\$
SBA Size Standard based on NAICS (The standards are found in 13 CFR 121.201)	
Number of Employees	
<i>If the answer to either below is no, the loan cannot be approved.</i>	
OR	
The Applicant business concern, nonprofit organization, veterans organization, or Tribal business concern employs not more than the greater of: (1) 500 employees; or (2) if applicable, the employee-based size standard for the Applicant's NAICS code.	<input type="checkbox"/> Yes <input type="checkbox"/> No
OR	
Business concerns with a NAICS code beginning with 72 and more than 1 physical location: The Applicant business employs not more than 500 employees per physical location.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Use the Alternative Size Standard <input type="checkbox"/>	
Tangible Net Worth is (not in excess of \$15 million) and	\$
Average net income after Federal Income Taxes (excluding any carry over losses) for preceding 2 completed fiscal years is not in excess of \$5.0 million. (<i>The alternative size standard is found at Section 3(a) of the Small Business Act.</i>)	\$
The combined size calculation of applicants and its affiliates meets the size standard for the applicant's primary industry or the size standard for the primary industry of the applicant and its affiliates, whichever is higher (13 CFR 121.104)	<input type="checkbox"/> True
OR	
The combined size calculation of applicant and its affiliates meets the alternative size standard.	<input type="checkbox"/> True
If the size standard is exceeded by no more than 25%, Applicant agrees to use the loan proceeds within a labor surplus area.	<input type="checkbox"/> True

M. Fees

Has the Lender paid or committed to pay a fee to a third party to assist in the preparation of the loan application or application materials, or to perform other services in connection with this loan? (If yes, Lender cannot pass the fee through to the Applicant or pay the fee with the proceeds of this loan.)

Yes No

SBA Certification to Financial Institution under Right to Financial Privacy Act (12 U.S.C. 3401)

By signing SBA Form 2483, Borrower Information Form in connection with this application for an SBA-guaranteed loan, the Applicant certifies that it has read the Statements Required by Law and Executive Orders, which is attached to Form 2483. As such, SBA certifies that it has complied with the applicable provisions of the Right to Financial Privacy Act of 1978 (12 U.S.C. 3401) and, pursuant to that Act, no further certification is required for subsequent access by SBA to financial records of the Applicant/Borrower during the term of the loan guaranty.

Statement Regarding Lobbying (applicable only to loans exceeding \$150,000)

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to guarantee a loan, the Lender will complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with 13 CFR Part 146. Lender acknowledges submission of this disclosure is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code, and that any person who fails to file or amend a declaration required to be filed or amended will be subject to a civil penalty in the amounts set forth in 13 CFR §146.400.

Lender Certification

On behalf of my Lending Institution,

- I certify that my institution has complied and is familiar with SBA Loan Program Requirements, that we have accurately and correctly completed the Lender's Application for Guaranty for the 7(a) Paycheck Protection Program on behalf of the Lender, that the above information is true and correct, to the best of our knowledge, and that we have exercised due diligence to obtain the true and correct information.
- I am aware that SBA has delegated authority to my institution to perform the processing of this loan. If my institution has a Supplemental Guaranty Agreement Preferred Lenders Program (PLP) (SBA Form 1347) with SBA, that Agreement shall govern my institution's processing of this loan. If my institution does not have an SBA Form 1347 with SBA, I agree that my institution assumes all obligations, responsibilities, and requirements associated with delegated processing of 7(a) loans as set forth in SBA Form 1347.
- I agree that my institution assumes responsibility for the completeness of the application documents of the Applicant and the Lender and will retain copies of the documents in its loan file.
- I approve this application to SBA subject to the terms and conditions stated in this and the attached documents.
- I certify that the Applicant is eligible and Lender's credit file contains the documentation that supports the Lender's determination of eligibility per SOP 50 10 and the Paycheck Protection Program Guide and any Federal Register Notices published for the Paycheck Protection Program.
- I certify that the loan proceeds will be used for an eligible purpose.
- I am aware and acknowledge that Lender is responsible for all loan decisions concerning eligibility (including size). SBA will not review eligibility prior to issuing an SBA loan number. If an SBA loan number is assigned and SBA later learns that the loan is not eligible, SBA may deny liability on its guarantee.
- I am aware and acknowledge that Lender also is responsible for confirming all loan closing decisions are correct and that Lender has complied with all SBA Loan Program Requirements.

I certify that:

- None of the Lender's Associates*, including but not limited to its employees, officers, directors, or substantial stockholders (more than 10%) has a financial interest in the Applicant.
- No Lender or Associate of Lender has a real or apparent conflict of interest with Applicant, any of Applicant's Associates, or any of the close relatives of applicant's Associates.
- No Lender or Associate or close relative of an Associate of the lender has a significant direct or indirect financial or other interest in the Applicant, or has had such an interest within 6 months prior to the date of the application.
- No Associate of a Lender is incarcerated, on parole, or on probation or is a convicted felon or has an adverse final civil judgment (in a case involving fraud, breach of trust, or other conduct) that would cause the public to question the Lender's business integrity.
- No Lender or any Associate of Lender has accepted funding from a source that restricts, prioritizes, or conditions the types of small businesses that Lender may assist under an SBA program or that imposes any conditions or requirements upon recipients of SBA assistance inconsistent with SBA's loan programs or regulations.
- Neither the applicant, an Associate of applicant, close relative nor household member** of an Associate of applicant is required to invest in Lender.

* Associate of a Lender is an officer, director, key employee, or holder of 20% or more of the value of the Lender's stock or debt instruments.

** A "household member" includes: a) the spouse of the individual; b) the minor children of said individual; and c) the blood relatives of the individual, and the blood relatives of the individual's spouse who reside in the same place of abode as the employee. [13 CFR § 105.201(d)]

Authorized Lender Official: _____
Signature

Date: _____

Type or Print Name: _____

Title: _____

NOTE: According to the Paperwork Reduction Act, you are not required to respond to this collection of information unless it displays a currently valid OMB Control Number. The estimated burden for completing this form, including time for reviewing instructions, gathering data needed, and

completing and reviewing the form is 25 minutes per response. Comments or questions on the burden estimates should be sent to U.S. Small Business Administration, Director, Records Management Division, 409 3rd St., SW, Washington DC 20416, and/or SBA Desk Officer, Office of Management and Budget, New Executive Office Building, Rm. 10202, Washington DC 20503. **PLEASE DO NOT SEND FORMS TO THESE ADDRESSES.**