



CITY OF OWOSSO, MICHIGAN
APPLICATION – OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM

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LOAN APPLICATION - Business Development

\*\*BEFORE COMPLETING/SUBMITTING THIS APPLICATION, PLEASE CONTACT OMS/DDA (CONTACT INFO IS LISTED ABOVE). THE OMS/DDA BUSINESS VITALITY COMMITTEE WILL OFFER FREE ASSISTANCE IN COMPLETION OF THIS APPLICATION AND HELP ANSWER ANY QUESTIONS/CONCERNS ASSOCIATED WITH APPLICATION SUBMISSION.\*\*

APPLICANT INFORMATION:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BEST PHONE #: \_\_\_\_\_ [ ] Business [ ] Mobile [ ] Home

EMAIL: \_\_\_\_\_

BUSINESS INFORMATION:

OWNER ENTITY NAME: \_\_\_\_\_

DBA (if different): \_\_\_\_\_ EIN # (if applicable): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

TAX CLASSIFICATION OF BUSINESS ENTITY:

[ ] Corporation [ ] LLC [ ] Partnership [ ] Proprietorship [ ] S-Corp [ ] Individual

TYPE/CATEGORY OF BUSINESS: \_\_\_\_\_

Property Information:

PROPERTY IS: [ ] Vacant [ ] Occupied - List Tenants: \_\_\_\_\_

PROPERTY IS: [ ] Owned by Business [ ] Owned by Applicant [ ] Owned by Other \_\_\_\_\_

SQUARE FOOTAGE CURRENTLY OCCUPIED: \_\_\_\_\_

SQUARE FOOTAGE ACTIVATED AS A RESULT OF PROJECT: \_\_\_\_\_

Financial Information:

AMOUNT OF FINANCING ALREADY SECURED FOR PROJECT: \$ \_\_\_\_\_

AMOUNT YOU and/or OTHER OWNERS PLAN TO INVEST: \$ \_\_\_\_\_

LIST OTHER INVESTORS/OWNERS IF APPLICABLE:

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

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

*CONTINUE TO NEXT PAGE*

**LOAN REQUEST INFORMATION:**

LOAN REQUEST (check all boxes that apply):

*Note: Loan Maximum per project/building is \$50,000.00*

Point of Sale System;  Marketing Expenses;  Inventory of Retail Goods

Signage Purchase or Restoration;  Retail Space Build Outs and Upgrading

Other: \_\_\_\_\_;  Other: \_\_\_\_\_

TOTAL DEVELOPMENT COST: \$ \_\_\_\_\_ TOTAL LOAN REQUESTED: \$ \_\_\_\_\_

ESTIMATED START DATE: \_\_\_\_\_ ESTIMATED COMPLETION DATE: \_\_\_\_\_

DOES BUSINESS TYPE SUPPORT THE DISTRICT'S TRANSFORMATION STRATEGY?

No  Yes - DESCRIBE: \_\_\_\_\_

WILL THE COMPLETION OF PROJECT BE DETERMINED BY LOAN AWARD?

No  Yes - Please provide proof (via business plan)

PROVIDE A BRIEF DESCRIPTION OF PROJECT: \_\_\_\_\_

**APPLICATION CHECKLIST:**

Please ensure the following are submitted with your application:

Completed RLF Application  Business Plan w/projected financials  Cost Estimates

All existing lien holder agreements (if applicable)  Design Renderings (if applicable)  Business Plan (if applicable)

*Note: Applicants are requested to be present at the time of the application's review. Other documentation could be requested if deemed necessary by OMS/DDA. Additional information that could be requested are: Credit Reports for all business/owners; Proof of equity investment; Personal/business tax returns; Current business financial statement; Cash flow statements; Copy of lease/purchase agreement; Commitment letters from other lenders/project participants; Cost Estimates-all items being purchases with RLF monies; Articles of incorporation, partnership, and/or operating agreements.*

By signing this form, I, the applicant, certify that all information contained above is true and complete to my best knowledge and belief. Applicant understands this application and any other information received with it will be retained whether this request is approved or denied.

Applicant Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**Owosso Main Street/DDA Only:**

Application Received By: \_\_\_\_\_ Date Received: \_\_\_\_\_

*\*\*COMPLETED APPLICATIONS WILL BE REVIEWED BY THE OMS/DDA BUSINESS VITALITY COMMITTEE. IF APPROVED, APPLICATIONS WILL BE SUBMITTED TO THE LOAN REVIEW COMMITTEE FOR FINAL APPROVAL. APPLICANTS WILL BE ASKED TO BE PRESENT DURING THE LOAN REVIEW COMMITTEE'S REVIEW OF THEIR APPLICATION.\*\**