

MICRO-LOAN PROGRAM APPLICATION

PURPOSE

The purpose of the Winchester Micro-loan Program is to provide affordable, market-rate financing to stimulate the growth of new and existing small and micro-level businesses in the City of Winchester's Enterprise Zone. The Micro-Loan Program provides financing to qualifying businesses based on self-determination of need, where the applicant is unable to finance the proposed project with equity, bank financing and other private and public financing at affordable terms.

ELIGIBLE AREA

The incentive is available in the Enterprise Zone and the Historic District.

ELIGIBLE APPLICANTS

All Business owners within the Enterprise Zone and Historic District are eligible to apply, not including non-profit organizations. The EDA does not discriminate on the basis of race, religion, sex, color, age, sexual orientation or national origin.

ELIGIBLE ACTIVITIES

Micro-Loans are available for the following activities:

- Small equipment and/or furniture needs, including acquisition, delivery and installation.
- Working capital for new sales growth to include accounts receivable and inventory.
- Small leasehold improvements and façade renovations.

INELIGIBLE ACTIVITIES

Micro-loans may not be used for the following purposes:

- Refinancing or consolidation existing debt.
- Leveraged buy-outs.
- Distribution or payment to owners, partners, shareholders or beneficiaries of the applicant.
- Other activities that the EDA may identify as inappropriate for the program.

TERMS AND CONDITIONS

Loan amounts available for any single business will range from a minimum of \$1,000 to a maximum of \$10,000.

The interest rate is set at 7% and the term, amortization and repayment schedule period will be 24 months unless otherwise negotiated and approved by the EDA. Terms for equipment loans will be extended to 36 months.



BUSINESS INFORMATION

Name of Business:
Property Address:
Tax ID #:
Applicant:
Applicant Email Address:
Co-Applicant:

Is this business New or Existing?

New Existing

Is this business located within the Enterprise Zone or Historic District of the City?

Yes No

Amount Requested: _____
(Amount cannot exceed \$10,000 or be under \$1,000)

PROPOSED PROJECT

Please describe the overall project for which financing assistance is being requested. If more space is needed, continue on a separate sheet.

PROJECT TIMELINE

When will the project be completed? If the project is being completed in stages, please list the estimated completion date of each stage.



JOBS

State the number of Full-time and Part-time positions presently employed at the business.

PT: _____

FT: _____

Estimate the number of positions that will be created over the next five years: _____

DISCLOSURES

- 1. Have you or co-applicant ever declared bankruptcy or defaulted on any financial or contractual obligation?
Yes No
- 2. Are you or your business involved in any pending litigation? Yes No
- 3. Are you or your business delinquent on any federal, state, or local taxes? Yes No
- 4. Have you or your co-applicant been convicted of a felony? Yes No

*If the answer is YES to any of the above, please explain: _____

CERTIFICATION AND CONSENT TO RELEASE OF INFORMATION

I certify the above information and statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of obtaining a loan. I authorize the Economic Development Authority of the City of Winchester to make inquiries as necessary to verify the accuracy of the statements made and to determine by credit worthiness. I understand that the EDA may ask for additional information not listed as they deem necessary to complete my application.

Signed: _____ Title: _____

Date: _____

Signed: _____ Title: _____

Date: _____

Submit application either by mail or electronically to the Office of Economic Redevelopment located at 15 N Cameron Street, Winchester. Applications may be emailed to vanessa.santiago@winchesterva.gov. Once the application is received and deemed complete, it will be reviewed by the EDA Loan Committee and their recommendation will be forwarded to the EDA Board at their next monthly meeting for a vote to approve or deny the application.