



## TIOGA COUNTY COVID-19 EMERGENCY RELIEF LOAN PROGRAM APPLICATION

DATE: \_\_\_\_\_

### 1. CONTACT INFORMATION

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

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

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

### 2. BUSINESS INFORMATION

Principal Business Activity: \_\_\_\_\_

Date Business Established: \_\_\_\_\_

Present Number of Employees: \_\_\_\_\_

Please check one:

Type of Business:    Corporation           Partnership           Sole Proprietorship

Names of Affiliates and/or Subsidiaries: \_\_\_\_\_

Principal of Company	Percent Ownership	SS#

Present Commercial Bank: \_\_\_\_\_

Please check one:

Does the Company own or lease its existing facilities?    Own     Lease

**3. PROJECT DESCRIPTION**

Provide a brief summary of the Project and indicate how loan funds will be used.

Project Location: \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed Number of New Employees 1<sup>st</sup> Year \_\_\_\_\_ 3 Years \_\_\_\_\_

Is this project energy related? Yes  No  Please check

If yes, how? \_\_\_\_\_

\_\_\_\_\_

**4. SOURCES AND APPLICATIONS OF FUNDS**

Financing Sources	
Equity	\$
Local Banks	\$
BIDA STEED	\$
JDA	\$
SBA	\$
TC COVID-19 ERL	\$
TOTAL	\$

Application of Funds	
Land	\$
Building Acquisition	\$
Expansion	\$
Machinery & Equipment	\$
Working Capital	\$
Other	\$
TOTAL	\$

**5. PROJECT STATUS**

Have you filed applications or received commitments from any of the Financing Sources listed in Section 4 above? Yes  No

Specify: \_\_\_\_\_

Legal Counsel & Address: \_\_\_\_\_

\_\_\_\_\_

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

<b>REFERENCES</b>	<b>Name</b>	<b>Address</b>	<b>Phone #</b>
Bank			
Largest Trade Supplies			
Customers			

**DOCUMENTATION REQUIRED**

1. Most recent Tax Return and 2019 P&L in absence of 2019 Tax Return
2. Personal Financial Statements of all Guarantors
3. Balance Sheet
4. Personal History Statement
5. Use of Funds Description
6. Credit Check

**6. APPLICANT SIGNATURE**

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

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**CONSENT FORM FOR RELEASE OF INFORMATION & CERTIFICATION OF  
COMPLIANCE WITH BORROWER LEGAL REQUIREMENTS**

I hereby authorize the Tioga County Industrial Development Agency to obtain any information relative to our loan application which they may retain, from any bank, any finance company, any loan company, any credit bureau, or any other source of information to which they may apply, each such source being hereby authorized to provide you with such information.

Without in any way limiting the foregoing, I affirm, represent and warrant that I have no outstanding obligations to any bank, loan company, corporation, or individual and that no suits, judgments or legal claims of any kind whatsoever are pending against me, except those as stated by me in my application.

I further hereby certify that, should I be approved and accept financing from the Tioga County COVID-19 Emergency Relief loan program, I will comply with all Federal, State and Local laws as described on the appendix following this page.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

\_\_\_\_\_

## **Borrower Related Legal Requirements**

RLF borrowers must comply with the requirements of Federal, State and Local laws concerning:

1. Facility access for the physically handicapped P.L. 90-480 as amended (42 U.S.C. 4151, et seq.).
2. The Davis-Bacon Act (40 U.S.C. 276a-276a-5) when any contract for construction, alteration and/or repair including painting and decorating in excess of \$2,000 is financed in whole or in part by an ARC RLF (42 U.S.C. 3222).
3. Civil Rights requirements in Title VI of the Civil Rights Act of 1964, as amended (42 U. S. C. 2000d-2000d-4), and 15 CFR Part 8, as it pertains to the exclusion of persons on the ground of race, color, or national origin. The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101, et seq.) and 15 CFR Part 20 as it pertains to denying the benefits of receiving federal financial assistance. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794) prohibits discrimination on the basis of handicap in any program. The Public Works and Economic Development Act of 1965 (42 U.S.C. 3121, 3123 et seq.), as it pertains to denying persons participation on the basis of sex in any program receiving federal financial assistance.
4. All State and local environmental review requirements with all applicable Federal, State and local standards; including:
  - a. The clean Air Act, as amended (42 U.S.C. 7401 et seq.);
  - b. The Federal Water Pollution Control Act, as amended (33 U.S.C. 1251, et seq.);
  - c. The Flood Disaster Protection Act of 1973, P.L. 93-234, as amended (42 U.S.C. 4002, et seq.) Executive Order 11988, Floodplain Management (May 24, 1977), and regulations and guidelines issued hereunder;
  - d. Executive Order 11990, Protection of Wetlands (May 24, 1977);
  - e. The Endangered Species Act of 1973 P.L. 93-205, as amended, (16 U.S.C. 1531, et seq.);
  - f. The Safe Drinking Water Act, P.L. 93-523) as amended, (42 U.S.C. 300f-300j-9);
  - g. The Wild and Scenic Rivers Act, as amended, (16 U.S.C. 1271, et seq.);
  - h. The Comprehensive Environmental Response, Compensation and Liability Act of -1980, P.L. 96-510, as amended, (42 U.S.C. 9601, et seq.) and
  - i. The National Historic Preservation Act P.L. 89-665 (16 U.S.C. 470, et seq.).
5. Providing a drug free workplace as defined by the Controlled Substances Act (21 U.S.C. 812) and 21 CFR 1308.11.

**TCIDA  
56 Main Street  
Owego, NY 13827**

**COMPLETE FOR EACH OWNER OF 20% OR GREATER  
PERSONAL FINANCIAL STATEMENT**

Date \_\_\_\_\_ 20 \_\_\_\_\_ Social Security No. \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name(s) \_\_\_\_\_ Position/Occupation \_\_\_\_\_

Business Name \_\_\_\_\_ Business Address \_\_\_\_\_

Phone \_\_\_\_\_

Residence Address \_\_\_\_\_ Phone \_\_\_\_\_

PLEASE DO NOT LEAVE ANY QUESTIONS UNANSWERED. USE "NO" OR "NONE" WHERE NECESSARY.

ASSETS	IN EVEN DOLLARS			LIABILITIES	IN EVEN DOLLARS		
Cash on hand and in banks				Notes payable to banks - secured			
Marketable Securities-see Schedule A				Notes payable to banks - unsecured			
Non-Marketable Securities-See Schedule B				Due to brokers			
Securities held by broker in margin accounts				Amounts payable to others - secured			
Partial Interest in Real Estate Equities - see Schedule C				Amounts payable to others - unsecured			
Real Estate Owned - see Schedule D				Accounts and bills due			
Loans or Accounts Receivable				Unpaid Income Tax			
Automobiles and other personal property				Other unpaid taxes and interest			
Cash value - life insurance - see Schedule E				Real estate mortgage payable - see Schedule D			
Other assets - itemize:				Other debts - itemize:			
				<b>TOTAL LIABILITIES</b>			
				<b>NET WORTH</b>			
<b>TOTAL ASSETS</b>				<b>TOTAL LIAB. AND NET WORTH</b>			

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Non-Marketable Securities-See Schedule B				Due to brokers			
Securities held by broker in margin accounts				Amounts payable to others - secured			
Partial Interest in Real Estate Equities - see Schedule C				Amounts payable to others - unsecured			
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Automobiles and other personal property				Other unpaid taxes and interest			
Cash value - life insurance - see Schedule E				Real estate mortgage payable - see Schedule D			
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				<b>TOTAL LIABILITIES</b>			
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