



City of Bradford
Office of Economic
and Community Development
20 Russell Blvd
Bradford, PA 16701

APPLICATION FOR ECONOMIC DEVELOPMENT LOAN ASSISTANCE

(814)368-7170
Fax: (814)368-6894
www.bradfordpa.org

APPLICANT INFORMATION

Date		Loan Amount			
Legal Name of Operating Entity					
Address					
City		State		Zip Code	
Municipality					

Contact Name		Contact Title			
Phone		Fax		Email	
FEIN # or SS Number		*DUNS #		NAICS Code	

*If you do not have a DUNS #, get one here: <http://www.dnb.com/get-a-duns-number.html>

Ownership Structure:

- Proprietorship Partnership LLC
 S Corp Non-Profit Corp

Industry Sector (Check all that apply):

- Manufacturing Industrial Distribution
 Warehousing Tourism Hospitality
 Commercial Service/Retail Other: Non-Profit

Ownership of Operating Entity:

Legal Name of Principal	FEIN/SSN	Percentage of Ownership

REAL ESTATE OWNERSHIP

Legal Name					
Address					
City		State		Zip Code	
FEIN #					

Ownership of Real Estate Holding Entity:

Legal Name of Principal	FEIN/SSN	Percentage of Ownership

FACILITY INFORMATION

Existing Facility Size		Sq. Ft.
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Own Lease

If Owned:

Year Purchased		Appraised Value & Year	
Outstanding Mortgage Balance		Annual Mortgage Payments	

If Leased:

Owner		Owner Address	
Owner Phone		Owner Email	
Lease Expiration Date		Annual Lease Payments	

Project Site (If different from current address):

Address					
City		State		Zip Code	
County		Municipality			

New Facility Size		Sq. Ft.	Appraised Value	
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Expansion **Renovation** **Replacement**

Is company to occupy entire space?

Yes **No**

If not occupying entire space, please explain:

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EMPLOYMENT INFORMATION

	Full-Time	Part-Time
Current number of employees		
Number of jobs to be retained by project		
Number of jobs to be created within 3 years by project		

PROJECT DESCRIPTION

- **For real estate financing - provide the size of the property to be acquired i.e. sq. ft. or acreage and the amount of that space to be utilized by the business; the former/current use of the real estate; a description of any construction work to be done.**

- **For equipment financing - provide a listing of the equipment to be financed and the price for each piece of equipment; whether the equipment is new or used; how the equipment will impact the overall business operations, expected payback time for equipment.**

- **For working capital financing - identify the costs to be financed and the impact on business operations.**

- **Projected schedule/key milestones/estimated timeframe for completion of the project.**

- **For job creation projects - brief description of the types/classifications of jobs to be created.**

SOURCES & USES OF PROJECT COSTS

	City of Bradford	Other			Equity	Total
Land/Building						
Machinery/Equipment						
Working Capital						
Other (Describe): Engineering, site planning, etc.						
Total Project Cost						

CONTACT INFORMATION

Bank:

Attorney (For Real Estate Transactions):

Bank Name	Law Firm
Account Officer	Attorney
Address	Address
City, State, Zip	City, State, Zip
Phone	Phone
Email	Email

Insurance Agent (Hazard/Property Insurance):

Insurance Agent (Assignment of Life Insurance):

Contact Name	Contact Name
Name of Agency	Name of Agency
Phone	Phone
Email	Email

CERTIFICATION

I hereby certify that all information contained in this application including any attachments provided within, is true and correct to the best of my knowledge.

Signature _____ Date _____

Name _____ Title _____

INFORMATION TO BE PROVIDED WITH LOAN APPLICATION

- Evidence of site control (Deed, lease or option)
- Proof of flood insurance (floodplain property only)
- Substantiation of project costs (sales agreements, contractor estimates, etc.)
- Evidence of private financing (bank commitment, loan agreement, investor, financial statement)
- Two-years Federal tax returns
- Start-up businesses – A business plan is required to be completed through a Small Business Development Center (SBDC) or a qualified business consulting organization.