

RBAC
3111 Quakerbridge Road
2nd Floor
Mercerville, NJ 08619
Tel: 609-587-1133

Thank you for requesting a loan application from RBAC. Loans up to \$35,000 are now available to businesses in New Jersey - statewide. Please remember that the timeliness of our loan approval process depends on receiving complete and accurate information from you.

There is a loan administration fee payable at the loan closing. In addition, the borrower will be required to pay for any filing fees related to securing collateral for a loan.

Please return the completed application and all related materials to: **RBAC, 3111 Quakerbridge Road – 2nd Floor, Mercerville, NJ 08619.** Call 609-587-1133 if assistance is needed - or send email to nathalia@rbacloan.com

Loan Package Requirements

1. **Completed and signed application.**
(all business owners and guarantors are required to complete Sections A&C and sign a loan application)
2. **Three years of personal tax returns for all owners of the business.**
3. **Two years of business tax returns,** if already in business.
4. **Business Plan for all start-ups:** for no-cost assistance with your business plan call the NJ Small Business Development Centers, (973) 353-1927 or www.njsbdc.com
5. **Financial Projections** of the income statement for two years, monthly for the first year, and a cash-flow statement.
6. **Copy of the DRAFT lease** or buy-sell agreement (please do not sign a lease or agreement until you have all the resources you need to operate the business!!)
7. RBAC will conduct a personal credit search for all owners and guarantors of the business upon receipt of signed applications. **All bankruptcies, judgments, and charge-offs must be explained in writing.** You can order your own credit report at no cost by calling 1-888-397-3742.
8. Evidence of the owner(s) contribution (equity/cash) to the total project cost.
9. Copy of the operating agreement for all corporations, partnerships, and LLC/P's.
10. Evidence that the business is current on its State sales taxes and payroll taxes, if applicable.

It is the policy of RBAC that no person shall be discriminated against on the grounds of race, color, religion, sex, national origin, age, or disability.

REGIONAL BUSINESS ASSISTANCE CORPORATION

LOAN APPLICATION

COMMUNITY LENDING: RBAC loans recycle back into the community. Your loan today becomes your neighbor's loan tomorrow.

LOAN GUIDELINES

Applicant must be a for-profit business existing, or planning to open, within the State of New Jersey. Loans are for between \$1,000 and \$35,000. The interest rates are fixed, ranging from 9 to 10 1/2 % per annum. The borrower will be required to pay for any filing fees related to securing collateral for the loan.

SECTION A - PERSONAL INFORMATION

Full Name Last First Middle

Address (Please show post office box and street address if applicable)

City State Zip Code

Email address Home Phone

Years at current address Date of Birth

Previous Address

Social Security # Bank Name and Checking Account #

Vietnam-era Veteran Non-veteran Other

Race/Ethnicity: Black Hispanic White Asian American Indian Eskimo or Aleut Other

SPOUSE/FAMILY INFORMATION

Full Name Last First Middle

Social Security # Bank and Checking Account # Date of Birth

SECTION B - PURPOSE OF LOAN

Amount of Loan Request \$ Total Project Cost \$

Owner(s) cash being invested into the business \$

Detailed Purpose of Loan: Equipment \$; Inventory \$; Working Capital \$;

Other \$ (provide detail)

Collateral available: Home; other real estate; business assets; auto; personal property

Number of Employees; Job creation/retention expected

Have you applied for a loan or been turned down by a financial institution in the last 12 months? Yes No

Have you received a loan or other financing for this business? Yes No
If so, from whom?

Have you ever been involved in bankruptcy or insolvency proceedings? Yes No

SECTION C - PERSONAL FINANCIAL STATEMENT

As of _____

ASSETS:			LIABILITIES:	
Cash	\$		Mortgage (home)	\$
Stocks, Bonds (list below)	\$		Mortgage (other)	\$
Automobiles (list)	\$		Auto Loans (list below)	\$
Real Estate (list below)	\$		Credit card Balances (list below)	\$
Personal Property	\$			
Other Assets	\$		TOTAL LIABILITIES	\$
TOTAL ASSETS	\$		NET WORTH Assets - Liabilities	\$
			LIABILITIES AND NET WORTH	\$

Stocks, Bonds: _____
(list) _____

\$ _____ Market Value \$ _____

\$ _____ Market Value \$ _____

\$ _____

\$ _____ Market Value \$ _____

\$ _____

\$ _____ Market Value \$ _____

\$ _____

\$ _____

\$ _____

Rent Payment: \$ _____

\$ _____

Personal Debt:
(list credit cards, auto loans and all other debt)

Owed to: Initial Debt: Pmt: Balance:

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

Real Estate Owned:

Address	Date Purchased	Original Cost	Market Value	Mortgage Balance	Payment Amount
_____		\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____

Current Monthly Income:

Net Business/Employment Income (after taxes) \$ _____

Spouse Income \$ _____

Other Income (list source) \$ _____

Total Family Income \$ _____

Current Employer:

name: _____

address: _____

name: _____

address: _____

SECTION D - BUSINESS INFORMATION

(it is not necessary to fill in sections D, E, &F if the information is your business plan)

Legal Name of Business _____

Trading Name of Business _____

Address _____

(Please show post office box and street address if applicable)

_____ City _____ State _____ Zip Code _____

Phone _____ email _____ Years in business _____

Business Description _____

Federal tax identification number _____

New Jersey State Sales tax number _____

Proprietorship ___ Partnership ___ Corporation ___ Limited Liability Corp. ___ (check one)

Name and titles of owners _____

Number of Employees _____

SECTION E - BUSINESS BALANCE SHEET

As of _____

CURRENT ASSETS:		CURRENT LIABILITIES:	
Cash	\$	Accounts Payable	\$
Accounts Receivable		Accrued Expenses	\$
Inventory	\$	Current Portion Long-Term Debt	\$
Prepaid Expenses	\$	Short term borrowings	\$
Supplies	\$	Total Current Liabilities	\$
Total Current Assets	\$		
FIXED ASSETS:	\$	LONG-TERM LIABILITIES:	
Buildings and Land	\$	Notes Payable	\$
Furniture/Fixtures	\$	(less current portion above)	
Machinery/Equipment	\$		
Total Fixed Assets	\$	TOTAL LIABILITIES	\$
Accumulated Depreciation	\$	NET WORTH (Assets- Liabilities)	\$

TOTAL ASSETS	\$		LIABILITIES AND NET WORTH	\$

SECTION F - BUSINESS PROFIT AND LOSS STATEMENT

	Actual	Projected	Projected
	_____mos. ending_____	12 mos. ending _____	12 mos. ending _____
Sales/Revenues	\$	\$	\$
(minus) Cost of Goods Sold	\$	\$	\$
(equals) Gross Profit	\$	\$	\$
Operating Expenses:			
Owners Salary	\$	\$	\$
Employee Payroll	\$	\$	\$
Payroll Taxes	\$	\$	\$
Rent	\$	\$	\$
Utilities	\$	\$	\$
Supplies	\$	\$	\$
Insurance	\$	\$	\$
Advertising	\$	\$	\$
Maintenance	\$	\$	\$
Legal/Accounting	\$	\$	\$
Depreciation	\$	\$	\$
Other: (list)			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
(minus) Total Expenses	\$	\$	\$
(equals) Net Profit earnings before interest and taxes	\$	\$	\$
(minus) Interest Expense	\$	\$	\$
(minus) Income Taxes	\$	\$	\$
(equals) NET INCOME	\$	\$	\$

Professional References:

Name

Address

Phone

1. _____

2. _____

3. _____

Please sign and date the application:

I, _____, an officer/owner or duly authorized representative of

Name of Business (if applicable)

affirms that all information submitted as part of this application is true and accurate. I give Trenton Business Assistance Corporation t/a Regional Business Assistance permission to investigate my credit record.

Signed: _____

Title: _____

Date: _____

How did you find out about RBAC? Referred by a bank ___; SBDC ___; SCORE ___; Chamber of Commerce ___; local gov't employee ___; county employee ___; other RBAC client ___; SBA ___; other

Questions?

Call us at:

Telephone (609) 587-1133
Fax (609) 587-1313
Email: nathalia@rbacloan.com

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