



Dear Prospective Borrower,

Thank you for your interest in applying for a small business loan. TEDC is a non-profit, community development financial institution formed in 1979 as a catalyst for economic development. We drive small business success through non-traditional lending programs and development services that help entrepreneurs start or expand a company.

To conduct a preliminary review of your request, please submit the items listed below:

- TEDC Authorization and Application
- Personal History Statement
- Personal Financial Statement
- Personal Resume for each owner/guarantor
- Detailed business plan with 3 years of financial projections (1st year detailed by month)
- Personal Federal Tax Returns of each owner/guarantor for 3 years
- Business Balance Sheet and Income Statement dated within 60 days of application
- Business Balance Sheet and Income Statement for last 3 years
- Business Federal Tax Returns for last 3 years
- \$35 Credit Report/Application Fee for each 20% owner or guarantor

The above documents may be submitted electronically to: info@tedcnet.com; by mail to: TEDC, P.O. Box 3625, Tulsa, OK 74101; or in person at the TEDC offices. Office hours are Monday-Friday 9am-5pm or call (918) 585-8332 to schedule an appointment. You can also visit our website (www.tedcnet.com) for additional information.

Sincerely,

Rose M. Washington
Chief Executive Officer

***Additional documents may be requested once TEDC staff review your loan application.**

Authorization to Release Information and Processing Agreement

I/We hereby authorize the release to TEDC any information they may require at any time for any purpose related to my/our loan request or tenant application. I/We further authorize TEDC to release such information to any entity they deem necessary for any purpose related to my/our request.

I/We hereby authorize TEDC to verify my/our past and present employment earnings records, bank accounts, stockholdings, and other asset balances that are needed to process my/our application. I/We further authorize TEDC to order a consumer credit report and other credit information, including but not limited to, past and present mortgage and landlord references. I/We understand that the information TEDC obtains will be used only to determine my/our credit worthiness in processing this application.

I/We acknowledge that the information in this application is provided to induce TEDC to extend credit to me/us upon my/our guaranty or to others upon my/our guaranty. I/We acknowledge and understand that TEDC will rely on the information provided herein in deciding to grant credit or to secure a guarantee thereof. I/We agree to notify TEDC immediately and in writing of any change in name, address, or employment and to fully disclose any material adverse change (1) in my/our financial condition or (2) in my/our ability to perform my/our obligations to TEDC or any other creditor. I/We understand that these documents as well as any other additional information I/we provide is the property of TEDC.

I/We agree to submit a \$35 fee per guarantor along with this application.

Regarding financing, I/we further acknowledge and agree that TEDC will charge a processing fee equal to 1.5% of any amount borrowed. Two-thirds of the total processing fee is considered earned and may be collected by TEDC immediately upon loan approval. I/We acknowledge and agree to pay all closing costs including, but not limited to, abstracting, surveying, title insurance, recording fees and attorney fees. I/we further authorize the initiation of such title work and closing immediately if a loan request is approved. In the event that I/we fail to close the loan for any reason after approval, I/we agree that all described fees are due and payable to TEDC at that time.

I/We hereby certify that all application information, attachments and exhibits provided herein or at a later date are valid and correct to the best of my/our knowledge. The validity, effect and interpretation of this Agreement shall be determined by the laws of the State of Oklahoma. Tulsa County, Oklahoma, shall be the forum for any disputes regarding this Agreement.

Printed Name of Applicant/Guarantor

Printed Name of Applicant/Guarantor

Signature

Date

Signature

Date

TEDC APPLICATION

SECTION A - GENERAL INFORMATION

Business Name		Name of Principal in Charge		Business Phone:	
				Fax:	
				Cell Number:	
Business Address		City	County	Zip Code	Tax I.D. or SSN
Description of Business/Product(s)/Service(s)				E-mail Address	
Type of Business	Legal Structure	Date Established	Business Plan	Have you received government loans in the past?	
			YES NO	YES	NO
Bank Name		Loan Officer		Phone Number	
				Do you own other businesses? If yes, include number of employees below.	
				YES	NO
Accounting Firm		Contact		Phone Number	
				NUMBER OF EMPLOYEES:	
				Currently	_____
				After Loan	_____

SECTION B - PROPOSED USE OF LOAN PROCEEDS OR TENANT COSTS

Category	Amount	Category	Amount
Building/Land Acquisition	\$	Payoff SBA Loan(s)	\$
New Construction, Expansion or Repair	\$	Payoff Non-SBA Bank Loan(s)	\$
Acquisition and/or Repair of Machinery and Equipment	\$	Pay Other Business Debt(s)	\$
Inventory Purchase	\$	All Other	\$
Working Capital	\$	TOTAL PROJECT	\$
Acquisition of Existing Business	\$	AMOUNT YOU CAN INVEST	\$

For building purchase, build-out, new construction, expansion or repair, will you lease space to another business? YES NO

If YES, what percent of the space will you lease to others? _____ %

SECTION C – PERSONAL AND BUSINESS INDEBTEDNESS: Provide the following information on all installment debts, leases, contracts, notes and mortgages payable. Use TEDC Debt Spreadsheet if necessary.

To Whom Payable/ (P) Personal (B)Business	Original Loan Amount	Original Date	Current Loan Balance	Interest Rate	Maturity Date	Monthly Payment	Type of Collateral	Past Due Y or N	To Be Paid Off By New Loan Y or N

SECTION D – COMPANY OWNERSHIP AND MANAGEMENT: Include ALL Proprietors, Partners, Officers, Directors, and Stockholders. 100% of ownership must be shown. Attach additional sheet if necessary.

Name and Title	Recent Bankruptcy or Credit Problems?	Home Address, City, Zip Code	% Owned

SECTION E – PROVIDE OTHER INFORMATION THAT MAY BE USEFUL TO TEDC.