

# NORTHERN SHORES COMMUNITY DEVELOPMENT, INC.

## Micro Loan Application (\$5000 or Less)

This form is designed to provide NSCD with enough information to fully consider your loan request.

***A fully completed application will result in a faster answer.***

---

---

### **I. INFORMATION ABOUT YOU**

Name of applicant: \_\_\_\_\_

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

Home Telephone Number: \_\_\_\_\_

Please check if you: • Own • Rent • Other (explain) \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Email address: \_\_\_\_\_ Tribal Enrollment #: \_\_\_\_\_

How did you hear about NSCD? \_\_\_\_\_

Name of Nearest Relative Not Living With You: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

### **I. INFORMATION ABOUT YOUR BUSINESS**

Name of business: \_\_\_\_\_

Address of business: \_\_\_\_\_

Date Business Established: \_\_\_\_/\_\_\_\_/\_\_\_\_ I.R.S. Employer I.D. #: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Do you have a Tribal Business License? • Yes • No

#### **Employment:**

Number of employees: full-time: \_\_\_\_\_ part-time: \_\_\_\_\_

Jobs to be created (next two years): full-time: \_\_\_\_\_ part-time: \_\_\_\_\_

**II. BUSINESS OWNERSHIP & MANAGEMENT**

**Structure of business (Check One)**

- Sole Proprietorship                      • Doing Business As (d/b/a)      • Limited Liability Corporation
- Sub Chapter S Corporation      • C Corporation                      • Partnership

**References**

Bank Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Account Officer Name: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Vendor or Customer Reference: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Business Ownership**

Please list all individuals who own 20% or more of your business:

Name	Address	Social Security #

**III. DESCRIPTION OF THIS LOAN REQUEST**

**HOW MUCH IS YOUR LOAN REQUEST FROM NSCD?** \$ \_\_\_\_\_  
*(must be \$5,000 or less with this application)*

**LOAN REQUEST (Please Itemize):**

Real Estate Purchase: \$ \_\_\_\_\_

Building Renovations: \_\_\_\_\_

Leasehold Improvements: \_\_\_\_\_

Machinery & Equipment: \_\_\_\_\_

Inventory: \_\_\_\_\_

Working Capital\*: \_\_\_\_\_

*\*Loans of \$5,000 or less may not be used for working capital.*

Other (describe): \_\_\_\_\_  
 \_\_\_\_\_

**Total Project Costs:** \_\_\_\_\_

Your cash: \_\_\_\_\_

Other loans: \_\_\_\_\_ Lender name: \_\_\_\_\_

\_\_\_\_\_ Lender name: \_\_\_\_\_

**Total NSCD Loan Request:** \$ \_\_\_\_\_

*(Total Loan Request = Total Project Costs minus Other Loans and Your Cash))*

**COLLATERAL:**

What is the collateral available to secure the loan and its value?

Description	Collateral Value
_____	\$ _____
_____	\$ _____
_____	\$ _____

**PROJECT DESCRIPTION**

Please describe your financing need and/or project:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe how the loan will benefit your business in terms of production, sales, profits, jobs created, etc.:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***IV. DESCRIPTION OF YOUR BUSINESS***

**PRODUCTS AND SERVICES**

Please describe the products and services that you offer through your business:

\_\_\_\_\_  
\_\_\_\_\_

Please describe where you sell your products or perform your services:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MARKET**

Please describe your competition:

\_\_\_\_\_  
\_\_\_\_\_

Please describe your customers:

---

---

How will you market your products or services?

---

---

---

### Projected Profit/Loss Statement

Year	___/___/___	___/___/___	___/___/___
<b>Income/Sales</b>	_____	_____	_____
<b>Cost of Sales</b>	_____	_____	_____
<b>Gross Profit</b> (sales – cost of sales)	_____	_____	_____
<b>Expenses</b>			
Wages	_____	_____	_____
Payroll Taxes	_____	_____	_____
Rent	_____	_____	_____
Insurance	_____	_____	_____
Licenses	_____	_____	_____
Util/Phone	_____	_____	_____
Advertising	_____	_____	_____
Supplies	_____	_____	_____
Auto Exp	_____	_____	_____
Acct & Legal	_____	_____	_____
Maint/Repair	_____	_____	_____
Postage/Ship	_____	_____	_____
Interest Exp	_____	_____	_____
Bad Debts Exp	_____	_____	_____
Depreciation	_____	_____	_____
Misc Exp	_____	_____	_____
<b>Total Expenses</b>	_____	_____	_____
<b>Net Profit</b> (Cost of Sales – Total Expenses)	_____	_____	_____

**VI. SUPPORT INFORMATION & STATEMENTS REQUIRED**

1. Current (within 90 days) and previous two years' business financial statements and/or federal tax returns.
2. Personal financial statements completed and signed for all owners with 20% or more ownership. *(Please use enclosed form.)*
3. Personal federal income tax returns for the past two years, from all owners with 20% or more ownership.
4. If you currently rent your current location, please submit a copy of the lease.
5. Any additional information that will assist NSCD in analyzing your application.

**Please submit this application with the additional information requested.**

I/We authorize the Northern Shores Community Development, INC. to investigate my/our personal and business financial credit history as necessary to process a loan application. The undersigned authorize any person or consumer reporting agency to give you any information it may have on the undersigned. Each of the undersigned authorizes you to answer questions about your credit experience with the undersigned. THE UNDERSIGNED, in applying for financial assistance from NSCD, recognizes that prior to receiving any financial assistance he or she will agree to comply with all Tribal, federal, state and local laws and regulations to the extent that such are applicable.

\_\_\_\_\_  
**Name of Business:**

\_\_\_\_\_  
**Signature/Title:**

\_\_\_\_\_  
**Date:**

\_\_\_\_\_  
**Signature/Title:**

**NSCD NON-DISCRIMINATION STATEMENT**

Northern Shores Community Development, INC. does not discriminate within its charter-defined Target Market in providing services to individuals or businesses on the basis of real or perceived race, color, religion, sex, sexual orientation, veteran status, national origin, age, marital status, family status, or physical or mental disability or any other characteristic protected by federal or tribal laws. Northern Shores Community Development, Inc. reserves the right to give preference to low-income individuals in compliance with restrictions in certain federal, state, or foundation grants.