



Small Business Loan & Guaranty Program

APPLICATION INSTRUCTIONS

CHECKLIST

(Application Page 5)

- **Checklist:** Complete the checklist for additional documents that must be submitted with application

SECTION ONE

(Application Page 6-7)

Business Information

- **Business Name:** Company name of the business applicant
- **D/B/A Name (if applicable):** Doing business under another name than official name
- **Contact Name:** Person to contact regarding applicant
- **Business Mailing Address:** Provide the address of the company's official location where written communication can be received
- **Business Physical Address:** List the complete address where the company is located, include parish
- **Contact Phone and Fax:** Phone and fax number at which the business contact can be reached.
- **Business Website:** The company's web address
- **Email Address:** The email address where LEDC can contact the principal
- **State Chartered In:** The state the company is chartered in
- **DUNS #:** List the company's Data Universal Numbering System number
- **NAICS Code:** Provide code number as assigned by the Department of Labor
- **Census Tract:** List the Census Tract where company is physically located
*To find census tract visit www.factfinder2.census.gov
- **Month/Year Established:** List the month and year the company was formed
- **Business Type:** List a brief description of what industry sector the company is in
- **Primary Product or Services:** List the main product and/or services the company offers
- **Legal Structure of Business:** Select the organizational structure of the company
- **Has your business received any state incentives within the last 10 years:** Answer yes or no
Give details on the next line if the answer is yes
- **Is this business 51% or more owned by:**
Minority ___ Female ___ Veteran ___ Disabled ___: Answer yes or no in each blank
- **Employee Data (fill in the following fields):**
Number of Current Employees: ___ Full-Time: ___ Part-Time: ___
Number of new jobs created: ___ Number of retained jobs: ___
Average Payroll: ___ New Jobs: ___ Retained Jobs: ___
- **Key Employees (List management in the organization that does deem vital):**
Fill in each of the corresponding fields in the table under columns labeled:
Name, Title, Responsibilities, years with Company and years in Industry
- **Narrative History of the Business:** Please provide a brief history of the business such as target market, key customers, major competitors and competitive advantage in the marketplace. Attach additional page if necessary

SECTION TWO

(Application Page 8)
Owner Information

Persons having 20% or more ownership in business must complete Owner/Director section. Attach additional pages if necessary using the same format.

- **Full Name:** List the owner's full legal name
- **Home Address:** List the owner's street address, city, parish, state, and zip
- **Social Security Number:** List the owner's Social Security Number
- **Business/Title:** List the title the business owner holds in the company

Persons having 20% or more ownership in business must complete Owner/Director section. Attach additional pages if necessary using the same format.

- **Full Name:** List the owner's full legal name
- **Home Address:** List the owner's street address, city, parish, state, and zip
- **Social Security Number:** List the owner's Social Security Number
- **Business/Title:** List the title the business owner holds in the company
- **Unemployment Ins. #:** List the number assigned to the company by workforce force development to file claim
- **Federal Tax ID #:** Provided by the IRS
- **Percentage Ownership:** List the borrower's percentage of ownership
- **Annual Compensation:** List the owner's salary, draw, bonus, stock options, warrants, and dividends received annually
- **Telephone Number:** List the owner's info relevant to this field (Home) and (Work)
- **Email:** List the owner's info relevant to this field
- **U.S. Citizen:** Answer yes or no. (The question is relevant to the owner's citizenship.)
- **Driver's License #:** List the co-owner's information relevant to this field

Complete the Additional Owners section if applicable, as previously done. If there are additional owners, attach in documentation.

SECTION THREE

(Application Page 9-11)
Loan Information

- **Statement of use for Loan Proceeds:** List what the loan proceeds will be used for
- **Loan Amount:** List the amount of the loan
- **Amount Guaranty Requested:** List amount of the loan requesting a guaranty on
- **Guaranty %:** List what percentage of the loan will be guaranteed. (The guaranty percentage shall not exceed 75 %.)
- **Guaranty Term Requested:** List the time frame the guaranty is needed.
- **Total Project Costs by Activity:** Fill in all fields relevant to the titles on the corresponding rows and columns in the table titled Amount and Source of Funds
- **Summary of Collateral Available to Secure the Loan:** Fill in the appropriate info relevant to the columns in this section labeled: Type/Description, Present Mkt. Value, Present Amt. Owed, and Net Value (Equity)
- **Total Value of Collateral:** List the value of the collateral relevant to the loan
- **Total Equity in Collateral:** List equity in the collateral
- **Lien Position:** Must be first position
- **Source of Repayment:** List the primary and secondary method of repayment of the loan
- **List of Trade Creditors/Suppliers:** Furnish the following information on all outstanding installment debts, contracts, notes and mortgages payable. Present balance should agree with the latest balance sheet submitted. Fill in the information corresponding to the titles listed on the rows and columns in the table on page four. If more space is needed, attach additional sheets using the same format as below
- **Financial Information:** List the appropriate information [(Annual Fiscal Revenue, Total Payroll, and Pre-Tax Income)] For the three (3) most recent tax years

SECTION FOUR

(Application Page 11)
Financial Institution
Information

- **Financial Institution Name:** List the lending institution's name
- **Financial Institution Address:** List the lending institution's address
- **Federal EIN #:** List the lending institution's Employers Identification Number
- **Officer/Contact Person(s):** Lending officer who's originating the loan
- **Telephone Number(s):** List the lending institution's appropriate information for this particular field
- **Fax Number(s):** List the lending institution's appropriate information for this particular field
- **Email Address:** List the lending institution's appropriate information for this particular field
- **Is loan within lender's legal lending limit?:** Select yes or no. If no, please attach explanation
- **Why is the loan guarantee needed?** Explain the reason for the guaranty

SECTION FIVE

(Application Page 11)
Contingencies/
Disclosures

- **List any co-signer(s) or guarantor(s) on any present loans:** All principles must certify, via signature and dating, the above statement is true
- **List all litigation pending on owner or company:** The borrower must answer the question to the best of their knowledge
- **List all bankruptcy or insolvency proceedings involving owner or company:** The borrower must answer the question to the best of their knowledge
- **Are you (owner) presently under indictment, parole or probation?** Select yes or no
If yes, please attach explanation
- **Have you been charged or arrested for any criminal offense?** Select yes or no
If yes, please attach explanation
- **Have you been convicted of any criminal offense?** Select yes or no
If yes, please attach explanation
- **Are there any pending judgments or tax liens against the company or yourself?**
Select yes or no. If yes, please attach explanation

SECTION SIX

(Application Page 12)
Application Certification

- **Signature/Individually and Date:** All principles must certify, via signature and dating, the above statement is true
- **Financial Institution Representative:** The name of Representative of Financial Institution
- **Name of Entity, if Applicant is Legal Entity:** List name of the company if it is the applicant
- **Signature of President or Authorized Person:** If the company is a legal entity the signature of an authorized person is needed. A copy of Resolution of Board of Directors granting authority of that person to endorse the application and certify the above statement is true is needed

FEDERAL CERTIFICATIONS

(Application Page 13-14)
SSBCI Borrower
Certification for Use of
Loan Proceeds

- **Legal Name of Small Business Loan Recipient:** List the legal name of the business or the legal name of any other entity that will receive financial assistance from the loan
- **Legal Name of Any other Entity that Receives Financial Assistance:** or the legal name of any other entity that will receive financial assistance from the loan
- **The Borrower hereby certifies to the:** List the name of the lending institution
- **Legal Name:** List the name of the business
- **By:** The authorized signatory endorses this line
- **Name:** The authorized signatory prints their name
- **Title:** The authorized signatory lists their official title
- **Date:** The authorized signatory dates the document

(Application Page 15)
SSBCI Private Entity Sex
Offender Certification

- **Legal Name of Small Business Loan Recipient:** List the legal name of the business.
- **Legal Name of Any Other Entity that Receives Financial Assistance:** or the legal name of any other entity that will receive financial assistance from the loan
- **Legal Name:** List the name of the business
- **By:** The authorized signatory endorses this line
- **Name:** The authorized signatory prints their name
- **Title:** The authorized signatory lists their official title
- **Date:** The authorized signatory dates the document

(Application Page 16)
SSBCI Lender
Certification for use of
Loan Proceeds

- **Legal Name of Financial Institution Lender:** List the name of the lending institution
- **Legal Name:** List the name of the financial institution
- **By:** The authorized signatory endorses this line
- **Name:** The authorized signatory prints their name
- **Title:** The authorized signatory lists their official title
- **Date:** The authorized signatory dates the document

(Application Page 17)
SSBCI Lender Sex
Offender Certification

- **Legal Name of Financial Institution Lender:** List the name of the lending institution
- **Legal Name of Any Other Entity that Receives Financial Assistance:** or the legal name of any other entity that will receive financial assistance from the loan
- **Legal Name:** List the name of the financial institution
- **By:** The authorized signatory endorses this line
- **Name:** The authorized signatory prints their name
- **Title:** The authorized signatory lists their official title
- **Date:** The authorized signatory dates the document



LEDC Small Business Loan

APPLICATION CHECKLIST

LENDING INSTITUTION NAME:

BUSINESS NAME:

LOAN OFFICER:

DATE:

Required Documents	Yes	No	N/A
A completed, signed and dated LEDC application			
SSBCI Private Entity Sex Offender Certification			
SSBCI Borrower Certification for Use of Loan Proceeds			
SSBCI Lender Sex Offender Certification			
SSBCI Lender Certification for Use of Loan Proceeds			
Signed and dated commitment letter with terms, conditions, dollar amount, interest rate, maturity, financial reporting, collateral value and any conditions associated with the lender's decision to fund the loan (on the lending institution's letterhead).			
The lending institution's credit memorandum/analysis			
Memo/letter stating reason for the LEDC maximum guaranty			
A memo/letter describing the number of jobs created and retained			
The last three years of financial statements prepared in conformance with GAAP (if applicable)			
Proforma balance sheet, profit and loss statement, and current company financial statements (dated within 60 days)			
A business plan with resume(s) of principals/key staffer(s), and their respective responsibilities, the company's officer(s) by title/responsibility, and stockholder(s) by percent ownership, management plans, three years of projections with financial notes, marketing strategy, competition, etc.			
Copies of business articles of incorporation (if applicable)			
Current personal signed and dated financial statement on the lending institution's letterhead of all endorsers, signed by both spouses (if applicable) and credit report(s), as well as prior 3 years of tax returns			
A current accounts receivable aging schedule (if applicable)			
A DEQ/EPA Level One if applicable (or whatever require), appraisal regarding water, oil and chemical run-off and/or other contaminants			
Copy of most recent ES4, Employer's Quarterly Wage & Tax Report			



LEDC Small Business Loan Application

Mailing Address
P.O. Box 94185
Baton Rouge, LA 70804-9185

Physical Address
1051 North Third Street
Baton Rouge, LA 70802

Phone: 225.342.5675
Fax: 225.342.0142

SECTION 1: BUSINESS INFORMATION

BUSINESS NAME:

D/B/A NAME (IF APPLICABLE):

CONTACT NAME:

BUSINESS ADDRESS (MAILING):

CITY: **STATE:** **ZIP CODE:**

BUSINESS ADDRESS (PHYSICAL):

CITY: **STATE:** **ZIP CODE:**

PARISH:

CONTACT PHONE #: **Fax #:**

BUSINESS WEBSITE:

EMAIL ADDRESS: **STATE CHARTERED IN:**

DUNS #: **NAICS CODE:**

CENSUS TRACT:

*To find census tract visit www.factfinder2.census.gov

MONTH/YEAR ESTABLISHED: **BUSINESS TYPE:**

PRIMARY PRODUCTS OR SERVICES:

LEGAL STRUCTURE OF BUSINESS C-Corp S-Corp LLC Partnership Sole Proprietor Other

HAS YOUR BUSINESS RECEIVED ANY STATE INCENTIVES WITHIN THE LAST 10 YEARS: YES NO

IF YES, UNDER WHICH PROGRAMS (ENTERPRISE ZONE, QUALITY JOBS, INDUSTRIAL TAX EXEMPTION PROGRAM, OTHER):

IS THIS BUSINESS 51% OR MORE OWNED BY: Answer yes or no in each blank Minority _____ Female _____ Veteran _____ Disabled _____

EMPLOYEE DATA: Fill in the following fields

Number of Current Employees: Full-Time: _____ Part-Time: _____

Number of new jobs created: _____ Number of retained jobs: _____

Average Payroll: \$ _____ New jobs: _____ Retained jobs: _____

KEY EMPLOYEES:

Name	Title	Responsibilities	Years with Company	Years in Industry

NARRATIVE HISTORY OF THE BUSINESS:

(Please provide a brief history of the business such as target market, key customers, major competitors and competitive advantage in the marketplace. Attach additional page if necessary.)

SECTION 2: OWNER INFORMATION

Persons having 20 percent or more ownership in business must complete Owner/Director section. Attach additional pages if necessary using the same format as below.

FULL NAME:	<input type="text"/>		
HOME ADDRESS:	<input type="text"/>		
CITY:	<input type="text"/>	STATE:	<input type="text"/>
		ZIP CODE:	<input type="text"/>
SOCIAL SECURITY NUMBER:	<input type="text"/>	BUSINESS/TITLE:	<input type="text"/>
UNEMPLOYMENT INS.#	<input type="text"/>	FEDERAL TAX ID #	<input type="text"/>
PERCENTAGE OWNERSHIP:	<input type="text"/>	ANNUAL COMPENSATION:	<input type="text"/>
PHONE NUMBER:	<input type="text"/>	EMAIL:	<input type="text"/>
U.S. CITIZEN:	<input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #:	<input type="text"/>

Additional Owners

FULL NAME:	<input type="text"/>		
HOME ADDRESS:	<input type="text"/>		
CITY:	<input type="text"/>	STATE:	<input type="text"/>
		ZIP CODE:	<input type="text"/>
SOCIAL SECURITY NUMBER:	<input type="text"/>	BUSINESS/TITLE:	<input type="text"/>
UNEMPLOYMENT INS.#	<input type="text"/>	FEDERAL TAX ID #	<input type="text"/>
PERCENTAGE OWNERSHIP:	<input type="text"/>	ANNUAL COMPENSATION:	<input type="text"/>
PHONE NUMBER:	<input type="text"/>	EMAIL:	<input type="text"/>
U.S. CITIZEN:	<input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #:	<input type="text"/>

NOTE: IF ADDITIONAL OWNERS, ATTACH DOCUMENTATION

SECTION 3: LOAN INFORMATION

STATEMENT OF USE FOR LOAN PROCEEDS: (Attach additional information as needed.)

Loan Amount: \$ _____ Amount Guarantee Requested: \$ _____

Guarantee %: _____ Guarantee Term Requested: _____

TOTAL PROJECT COSTS BY ACTIVITY:

Investments Costs	AMOUNT AND SOURCE OF FUNDS					Total Cost
	Private Financing/ Borrower Funds (BF)	BF Percentage of Total Cost	Financial Institution (FI)	FI Percentage of Total Cost	Other Financing: Local, State, Fed (Specify)	
Building Cost						
Land Cost						
Equipment Cost						
RLOC (inventory/receivables)						
Other (specify)						
Total Project Costs/ Total Proceeds						

SUMMARY OF COLLATERAL AVAILABLE TO SECURE LOAN

Type/Description	Present Market Value	Present Amount Owed	Net Value (Equity)
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

Attach additional sheets if needed, using the same format as above.

Total Value of Collateral: \$ _____ **Total Equity in Collateral:** \$ _____

Lien Position: _____ **1st** _____

SOURCE OF REPAYMENT

Primary: _____

Secondary: _____

LIST OF TRADE CREDITORS/SUPPLIERS:

Business Indebtness: Furnish the following information on all outstanding installment debts, contracts, notes and mortgages payable. Present balance should agree with the latest balance sheet submitted. If more space is needed, attach additional sheets using the same format as below.

To Whom Payable	Original Amount/ High Credit	Date Opened	Present Balance	Rate of Interest	Maturity Date/ Term	Monthly Payment	Security/ Collateral	Current or Past Due
Inst. _____ Account # _____	\$		\$			\$		
Inst. _____ Account # _____	\$		\$			\$		
Inst. _____ Account # _____	\$		\$			\$		
Inst. _____ Account # _____	\$		\$			\$		
Inst. _____ Account # _____	\$		\$			\$		

FINANCIAL INFORMATION:

Please provide information for the three (3) most recent tax years.

	FY 2 _____	FY 2 _____	FY 2 _____
Annual Fiscal Revenue	\$	\$	\$
Total Payroll	\$	\$	\$
Pre-Tax Income	\$	\$	\$

SECTION 4: FINANCIAL INSTITUTION INFORMATION (to be completed by financial institution)

FINANCIAL INSTITUTION NAME:

FINANCIAL INSTITUTION ADDRESS:

FEDERAL EIN #:

OFFICER/ CONTACT PERSON(S):

PHONE NUMBER(S):

FAX NUMBER(S):

EMAIL ADDRESS:

IS LOAN WITHIN LENDER'S LEGAL LENDING LIMIT?

YES NO

(If no, please attach explanation)

WHY IS THE LOAN GUARANTEE NEEDED?

SECTION 5: CONTINGENCIES/DISCLOSURES

LIST ANY CO-SIGNER(S) OR GUARANTOR(S) ON ANY PRESENT LOANS:

LIST ALL LITIGATION PENDING ON OWNER OR COMPANY:

LIST ALL BANKRUPTCY OR INSOLVENCY PROCEEDINGS INVOLVING OWNER OR COMPANY:

ARE YOU (OWNER) PRESENTLY UNDER INDICTMENT, PAROLE OR PROBATION?

NO YES (Explain. Use additional sheets.)

HAVE YOU BEEN CHARGED OR ARRESTED FOR ANY CRIMINAL OFFENSE?

NO YES (Explain. Use additional sheets.)

HAVE YOU BEEN CONVICTED OF ANY CRIMINAL OFFENSE?

NO YES (Explain. Use additional sheets.)

ARE THERE ANY PENDING JUDGMENTS OR TAX LIENS AGAINST THE COMPANY OR YOURSELF?

NO YES (Explain. Use additional sheets.)

SECTION 6: APPLICATION CERTIFICATION

I/We certify that all information contained in this statement/application, and all other documents referred to herein are true, correct and complete to the best of my/our knowledge; and this information and application is being submitted so that Louisiana Economic Development Corporation (LEDC) can elect either to guarantee or not to guarantee a loan to me/us with a lending institution. I/We agree to pay the cost of any credit reports, surveys, title or mortgage examinations, appraisals, etc., that are necessary for consideration of this application. This authorizes LEDC to verify any information obtained from any source named in the application and retain the application form whether or not it is approved. The LEDC is authorized to receive additional credit information, ask and/or answer questions on credit experience with the applicant(s). The undersigned hereby authorize(s) LEDC to inquire into any outstanding tax liabilities of applicant(s) and hereby authorize(s) any taxing authorities, whether federal, state or local, to release information to LEDC concerning any outstanding liabilities of applicant(s).

This statement authorizes the LEDC to verify any information obtained from any source named in the application/business plan and retain the application/business plan whether approval is granted or not. The LEDC is also authorized to receive additional credit information from local credit bureau(s).

I/We also certify that all taxes, either personal or business, or associated with any business, either previously or currently owned, are paid in full and are current.

I/We further certify, if the loan applied for is approved, that: (a) the loan proceeds will be used for a "Business Purpose"; (b) the loan proceeds will not be used to pay any delinquent federal or state taxes, to reimburse funds owed to any owner of the business, or to purchase any portion of the ownership interest of any owner of the business; (c) the borrower(s) is/are not engaged in speculative activities that develop profits from fluctuations in price rather than through normal course of trade, a business that earns more than half its annual net revenue from lending activities, a business engaged in pyramid sales, a business engaged in activities prohibited by federal or state law, or a business engaged in gambling enterprises; and (d) the borrower(s) has/have not been convicted of a sex offense against a minor.

All business, financial and proprietary records, information, data or research work-product reflecting written memorialization or oral information relating to the business practices of such person, firm or corporation, which is solicited from or communicated by such private person, firm or corporation for the purpose of facilitating the public purpose of said LEDC is private and confidential information, and the undersigned private person, firm or corporation communicates such information with the expectation and on the condition that it be used and maintained on a confidential basis only, and not be disclosed to any unauthorized person or persons, as provided by Louisiana law.

_____ SIGNATURE/INDIVIDUALLY	_____ DATE
_____ SIGNATURE/INDIVIDUALLY	_____ DATE
_____ FINANCIAL INSTITUTION REPRESENTATIVE	_____ DATE
_____ NAME OF ENTITY, IF APPLICANT IS LEGAL ENTITY	_____ DATE
_____ SIGNATURE OF PRESIDENT OR AUTHORIZED PERSON**	_____ DATE

Attach a Copy of Resolution of Board of Directors granting authority for signature on form.

SSBCI BORROWER CERTIFICATION FOR USE OF LOAN PROCEEDS

These assurances reference Sections 3005(e)(7) and Section 3011(c)(2) of the Small Business Jobs Act of 2010.

Legal Name of Small Business

Loan Recipient: _____ (“Borrower”)

Or

Legal Name of Any Other Entity that

Receives Financial Assistance: _____ (“Borrower”)

The Borrower hereby certifies to the (Name of Financial Institution Lender) _____

_____ the following:

1. The loan proceeds will be used for a “business purpose.” Business purposes include, but are not limited to, start up costs, working capital, business procurement, franchise fees, equipment, inventory, as well as the purchase, construction renovation or tenant improvement of an eligible place of business that is not for passive real estate investment purposes. The definitions of business purpose excludes: activities that relate to acquiring or holding passive investments, such as commercial real estate ownership and the purchase of securities; and lobbying activities, as defined in Section 3(7) of the Lobbying Disclosure Act of f1995, P.L. 104-65, as amended.
2. The loan proceeds will not be used to:
 - a. Repay a delinquent federal or state income taxes unless the Borrower has a payment plan in place with the relevant taxing authority
 - b. Repay taxes held in trust or escrow, e.g. payroll or sales taxes
 - c. Reimburse funds owed to any owner, including any equity injection or injection of capital for the business’ continuance
 - d. To purchase any portion of the ownership interest of any owner of the business
3. Applicable to loans involving real estate transaction:
 - a. If proceeds of the loan are used in the construction of a new building, the eligible small business must occupy and use no less than 60% of the total rentable property following construction.
 - b. If proceeds of the loan are used in the acquisition, renovation or reconstruction of an existing building, the borrower may permanently lease up to 49% of the rentable property to one or more tenants, if the eligible small business also occupies and uses no less than 51% of the total rentable property within 12 months following the real property acquisition.
 - c. If the loan is made to a holding company to acquire and hold real property with the intention to lease 100% of the rentable property to an operating company, the holding company will furnish a written lease with the eligible passive company for a term at least equal to the term of the guaranty including options to renew exercisable solely by the operating company.
4. The Borrower is not:
 - a. An executive officer, director or principal shareholder of the financial institution lender
 - b. A member of the immediate family of an executive officer, director, or principal shareholder of the financial institution lenders
 - c. A related interest of any such executive officer, director principal shareholder, or member of the immediate family

For the purposes of these three borrower restrictions, the terms “executive officer,” “director,” “principal shareholder,” “immediate family” and “related interest” refer to the same relationship to a financial institution lender as the relationship described in part 215 of the title 12 of the Code of Federal Regulations or any successor to such part.

5. The Borrower is not:
 - a. A business engaged in speculative activities that develop profits from fluctuations in price rather than through normal course of trade, such as wildcatting for oil and dealing in commodities futures, unless those activities are incidental to the regular activities of the business and part of a legitimate risk management strategy to guard against price fluctuations related to the regular activities of the business

(Continued on next page)

- b. A business that earns more than half of its annual net revenue from lending activities; unless the business is a non-bank or non-bank holding company Community Development Financial Institutions
 - c. A business engaged in pyramid sales, where a participant's primary incentive is based on the sales made in an ever-increasing number of participants
 - d. A business engaged in activities that are prohibited by federal law or applicable law in the jurisdiction where the business is located or conducted. (Included in these activities is the production, servicing , or distribution of otherwise legal products that are to be used in connection with an illegal activity, such as selling drug paraphernalia or operating a motel that knowingly permits illegal prostitution.)
 - e. A business engaged in gambling enterprises, unless the business earns less than 33% of its annual net revenue from lottery sales
6. No principal of the borrowing entity has been convicted of a sex offense against a minor (as such terms are defined in section 111 of the Sex Offender Registration and Notification Act (42 U.S.C. 16911)). For the purposes of this Certification, Principal means the following: if a sole proprietorship, the proprietor; if a partnership, each managing partner and each partner who is a natural person and holds a 20% or more ownership interest in the partnership; and if a corporation, limited liability company, association or a development company, each director, each of the five most highly compensated executives or officers of the entity, and each natural person who is a direct or indirect holder of 20% or more of the ownership stock or stock equivalent of the entity.

Legal Name: _____

By: _____
AUTHORIZED SIGNATURE

Name: _____

Title: _____

Date: _____

SSBCI PRIVATE ENTITY SEX OFFENDER CERTIFICATION

This certification is required by Section 3011(c)(2) of the Small Business Jobs Act of 2010 from any private entity that receives a loan, a loan guarantee or other financial assistance using funds received by a participating State under the State Small Business Credit Initiative.

Legal Name of Small Business Loan Recipient: _____

Or

Legal Name of Any Other Entity that Receives Financial Assistance: _____

As required by Section 3011(c)(2) of the Small Business Jobs Act of 2010, the private entity hereby certifies to the participating State of Louisiana that the Principals of the private entity have not been convicted of a sex offense against a minor (as such terms are defined in section 111 of the Sex Offender Registration and Notification Act (42 U.S.C. 16911)). For the purposes of this Certification, Principal means the following: if a sole proprietorship, the proprietor; if a partnership, each managing partner and each partner who is a natural person and holds a 20% or more ownership interest in the partnership; and if a corporation, limited liability company, association or a development company, each director, each of the five most highly compensated executives or officers of the entity, and each natural person who is a direct or indirect holder of 20% or more of the ownership stock or stock equivalent of the entity.

Legal Name: _____

By: _____
AUTHORIZED SIGNATURE

Name: _____

Title: _____

Date: _____

SSBCI LENDER CERTIFICATION FOR USE OF LOAN PROCEEDS

This Assurance is referenced by Section 3005(e)(7) of the Small Business Jobs Act of 2010 and included any financial institution lender that receives a loan, a loan guarantee or other financial assistance using funds received by a Participation State under the State Small Business Credit Initiative.

**Legal Name of Financial
Institute Lender** _____ (**"Lender"**)

The Lender hereby certifies to the Participating State of Louisiana the following:

1. The loan has not been made in order to place under the protection of the approved state program prior debt that is not covered under the approved state program and that is or was owed by the borrower to the financial institution lender or to an affiliate of the financial institution lender.
2. The loan is not a refinancing of a loan previously made to that borrower by the financial institution lender of an affiliate of the financial institution lender.
3. No principal of the financial institution lender has been convicted of a sex offense against a minor (as such terms are defined in section 111 of the Sex Offender Registration and Notification Act (42 U.S.C. 16911)). For the purposes of this Certification, Principal means the following: if a sole proprietorship, the proprietor; if a partnership, each managing partner and each partner who is a natural person and holds a 20% or more ownership interest in the partnership; and if a corporation, limited liability company, association or a development company, each director, each of the five most highly compensated executives or officers of the entity, and each natural person who is a direct or indirect holder of 20% or more of the ownership stock or stock equivalent of the entity.
4. The lender is not attempting to enroll the unguaranteed portion of SBA guaranteed loans.
5. If proceeds of the loan are used in the construction of a new building, the eligible small business must occupy and use no less than 60% of the total rentable property following construction.
6. If proceeds of the loan are used in the acquisition, renovation or reconstruction of an existing building, the borrower may permanently lease up to 49% of the rentable property to one or more tenants, if the eligible small business also occupies and uses no less than 51% of the total rentable property within 12 months following the real property acquisition.
7. If the loan is made to a holding company to acquire and hold real property with the intention to lease 100% of the rentable property to an operating company, the holding company will furnish a written lease with the eligible passive company for a term at least equal to the term of the guaranty including options to renew exercisable solely by the operating company.
8. No executive officers, directors or principal partners of the bank nor any family members up to third degree of consanguinity there of has an interest or stock ownership in business for which the loan is being made.

Legal Name: _____

By: _____
AUTHORIZED SIGNATURE

Name: _____

Title: _____

Date: _____

SSBCI LENDER SEX OFFENDER CERTIFICATION

This certification is required by Section 3011(c)(2) of the Small Business Jobs Act of 2010 from any private entity that receives a loan, a loan guarantee or other financial assistance using funds received by a participating State under the State Small Business Credit Initiative.

Legal Name of Financial Institution Lender: _____
Or
Legal Name of Any Other Entity that Receives Financial Assistance: _____

As required by Section 3011(c)(2) of the Small Business Jobs Act of 2010, the private entity hereby certifies to the participating State of Louisiana that the Principals of the private entity have not been convicted of a sex offense against a minor (as such terms are defined in section 111 of the Sex Offender Registration and Notification Act (42 U.S.C. 16911)). For the purposes of this Certification, Principal means the following: if a sole proprietorship, the proprietor; if a partnership, each managing partner and each partner who is a natural person and holds a 20% or more ownership interest in the partnership; and if a corporation, limited liability company, association or a development company, each director, each of the five most highly compensated executives or officers of the entity, and each natural person who is a direct or indirect holder of 20% or more of the ownership stock or stock equivalent of the entity.

Legal Name: _____
By: _____
AUTHORIZED SIGNATURE
Name: _____
Title: _____
Date: _____