

Section I – Business Information

Legal Name:			
Full Address: (street, city, state, and zip code)			Phone Number:
FEIN (Federal Employee Identification Number -Tax ID):			
Type of Business/Applicant: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Existing Business <input type="checkbox"/> New Business <input type="checkbox"/> Other:			
Date Established:		Nature of Business:	
Existing Jobs	Full-time:	Part-time:	Jobs to be Retained/Saved:
Briefly describe the business, including products/services, locations, and customers:			

Section II – Primary Applicant/Borrower Contact Information

Full Name:		Title:	
Email:	Office Phone:	Cell Phone:	
Full Mailing Address (street, city, state, and zip code):			

Section III – Nature of Loan Request

Amount of Loan Requested (not to exceed \$7,500):
Loan Security (select one) <input type="checkbox"/> Secured (0% interest rate) <input type="checkbox"/> Unsecured (2% interest rate)
If secured, please declare the nature and value of the collateral pledged:

Describe the nature of your loan request. Please include the extent of your financial loss related to COVID-19 and how the loan funds would be utilized (attach supporting documentation if available):

Section IV – Required Documentation

- Attach a copy of your 2018 tax return (also attach 2019 if available)
- Income/balance sheet and/or business plan (optional)
- Obtain a Data Universal Numbering System number (DUNS). Instructions on how to obtain a DUNS number are included at the end of this application. At the minimum, attach documentation that you have applied for a DUNS number. A DUNS number is required for doing business electronically with the Federal Government.
- Complete and sign the following forms upon loan approval:
 - Form AD-1048 (1/92) – Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions
 - Form RD 400-4 – Assurance Agreement
 - Program Activity Report

Section V – Nondiscrimination Statement

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability, or marital or family status.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

IMPORTANT NOTICE

The following information is requested by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in the program. You are not required to furnish this information, but encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way.

If you choose not to furnish this information, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname.		
Ethnicity: <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	Race: (mark one or more) White Black or African American American Indian or Alaskan Native (not Alaskan) Native Asian Native Hawaiian or Other Pacific Islander	Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male
Information Provided By: <input type="checkbox"/> Borrower <input type="checkbox"/> Lender		

LOAN AGREEMENT AND NOTE

A loan agreement and note will be drawn up between the borrower and the Jackson Electric Cooperative so as to specify the loan, representations and warranties, conditions of lending, affirmative and negative covenants of the borrower, events of default, miscellaneous, and special conditions.

CERTIFICATION

We hereby certify that all information contained above and in exhibits attached hereto are true and complete to the best knowledge and belief of the applicant and are submitted for the purpose of inducing the Committee, who is authorized to check the credit and employment history and to receive information about the industries credit experience as to approve the financial assistance herein applied for this application. Whether or not the financial assistance herein applied for is approved, applicant agrees to pay for the cost of any survey, title or mortgage examinations, appraisals, etc., performed by non-Committee personnel with consent of applicant. We also understand that the request is subject to available funds in the Revolving Loan Account and approval of the Jackson Electric Cooperative Board of Directors.

APPLICANT SHALL IMMEDIATELY NOTIFY THE COMMITTEE OF ANY CHANGE IN OR ADDITION TO THE INFORMATION ABOVE.

 Individual, General Partner,
 Trade Name or Corporation

By _____

Title _____

Obtaining a Data Universal Numbering System number (DUNS)

We request that your organization obtain a DUNS number as preparation for doing business electronically with the Federal Government.

The DUNS number is a unique nine-character identification number provided by the commercial company Dun & Bradstreet (D&B). You may call D&B at 1-866-705-5711 to register and obtain a DUNS number. The process to request a DUNS number takes about 10 minutes and is free of charge. Please use the following instructions to navigate through the voice prompts:

1. Enter "4 (grant recipient) or 5 (loan recipient)" to register as a government loan/grant applicant and obtain a DUNS number
2. Enter "1" to at this point be connected with a service representative will answer, and suggest that you buy the Credit Builder Service. This is not necessary to do business with the Government. If you want to do business with other vendors outside the government, this is an optional service that allows you to do business using a line of credit.
3. You will likely be requested for the CFDA number of the program you are applying for. This can be obtained from your Rural Development office. You will be asked a series of questions similar to the following:
 - a) Name of business
 - b) Business address
 - c) Local phone number
 - d) Name of the CEO/business owner
 - e) Legal structure of the business (corporation, partnership, proprietorship)
 - f) Year business started
 - g) Primary line of business
 - h) Total number of employees (full and part time)

You may also register for your DUNS number at Dun & Bradstreet's web site:
<http://fedgov.dnb.com/webform>

Follow the instructions on line. Please note that registration via the web site may take up to 14 business days to complete.