

**Business Name:**

**Average Gross Monthly Revenue:**

**Amount Requested:**

**Please provide feedback on the following elements if not already provided on your financial reports.  
(If already provided, simply mark “see financials”)**

1. Detailed explanation of your business and what you do.

2. SPECIFIC details on the use of funds

3. Does the business rent or own? If you rent, please provide the rent amount? If you own, please provide the mortgage balance and approximate property value?

4. If you rent, is it up to date? If not why?

5. Description and value of the equipment held free and clear? As well as the debt on any equipment

6. Value of current receivables

7. Value of current debts

8. Description of debts and associated monthly costs

9. Estimation of operational costs (salaries, marketing, insurance, etc.)

10. Upcoming projects and expected revenue generation? If applicable

11. Do you have any outstanding unsecured business loans? If yes, what are the balances?

12. Do you owe any outstanding taxes? If yes, are you on a payment plan? Please provide details.

13. Please explain how the pandemic has affected business. Please provide details.

14. Do you own or rent your primary residence?

15. If you own your primary residence, please provide the approximate property value and any mortgages or Lines of credit associated with the property?