

TCM Certified Development Company - SBA 504 Loan Application

**PERSONAL QUESTIONNAIRE**

To be completed by all direct & indirect owners (100%), all corporate officers (regardless of ownership%), & all personal guarantors.

Name _____ Soc. Sec. # _____
FIRST, MIDDLE, LAST

Home Address _____
STREET, CITY, STATE, ZIP

Phone # _____ Email Address _____
CELL

Place of Birth _____ Date of Birth _____
CITY and STATE (or FOREIGN COUNTRY if outside the U.S.) MONTH, DAY, YEAR

U.S. Citizen? Yes ☐ No ☐ If No: • Provide copy of front and back of LPR card • Country of Citizenship _____
• Is your Lawful Permanent Resident Alien status current? Yes ☐ No ☐

RESUME INFORMATION**WORK EXPERIENCE WITH APPLICANT BUSINESS**

Ownership in Applicant Business _____ % Corporate Title _____

Year started (or purchased) business _____ Years of experience in this industry _____

Roles & Responsibilities _____

OTHER WORK EXPERIENCE

Company Name _____ Title(s) _____

From _____ To _____ Company location (City & State) _____ Ownership in company _____ %

Responsibilities _____

FOR ANY ADDITIONAL WORK HISTORY, PLEASE PROVIDE SUPPLEMENTAL INFORMATION.

EDUCATION

College/University/Institution _____ Location (City & State) _____

From _____ To _____ Major/Courses Completed: _____ Degree/Certification _____

FOR ANY ADDITIONAL EDUCATIONAL HISTORY, PLEASE ATTACH SUPPLEMENTAL INFORMATION.

SPOUSE INFORMATION (for married applicants)

While your spouse may not be required to guarantee the loan, SBA requires a Personal Financial Statement that includes assets and liabilities individually-owned by you, as well as those jointly-owned with your spouse. Please provide your spouse's information, email address, and cell phone number in the event they are required for delivery of documents and e-signature alerts.

Spouse's Full Name _____ Soc. Sec. # _____
FIRST, MIDDLE, LAST

Spouse Email Address _____ Spouse Cell Phone# _____

VERIFICATION & COMPLIANCE NOTICE - Responses to these questions are verified by TCM and/or the U.S. Small Business Administration. Failure to disclose relevant information may result in processing delays and/or denial of the loan application. Federal law requires all Certified Development Companies to verify the identities of customers applying for SBA 504 loans. To comply with the USA PATRIOT Act, SBA Policy Notice 5000-901, and other applicable regulations, customer identification procedures are mandatory. These measures ensure that funds obtained through the SBA 504 Loan Program are not used for money laundering, terrorist financing, or other illicit activities. As part of this process, applicant identities will be verified, and screenings will be conducted against OFAC (Office of Foreign Assets Control) lists and other government watch lists.

Signature: _____ Date: _____

PERSONAL QUESTIONNAIRE – Page 2To be completed by all $\geq 20\%$ owners and all corporate officers (regardless of ownership %).

Name _____

1. Have you served in the U.S. Military? Yes ☐ No ☐ *If Yes, please provide DD Form 214*
2. With which race do you most closely identify? *SBA collects race and ethnicity data for program reporting purposes only and to determine eligibility for Public Policy Goal designations. Disclosure is voluntary and has no bearing on the credit decision.*
☐ American Indian/Alaska Native ☐ Asian ☐ Black/African American ☐ Native Hawaiian/Pacific Islander
☐ White/Caucasian ☐ Prefer not to disclose
3. Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino
4. Has a federal or state tax lien or civil judgment ever been filed against you or your businesses?
Yes ☐ No ☐ *If yes, please provide details.*
5. Are you or any of your businesses delinquent on any federal, state, and local taxes, including but not limited to income taxes, payroll taxes, real estate taxes and sales taxes? Yes ☐ No ☐ *If yes, please provide details.*
6. Have you or any of your companies ever defaulted on a federal loan that resulted in a loss to the Federal Government? (Not including student loans) Yes ☐ No ☐ *If yes, please provide details.*
7. Have you or any of your companies ever applied for or received an SBA loan? Yes ☐ No ☐
If yes, provide loan authorization or other documents. If the loan has an outstanding balance, provide a debt schedule. This includes SBA 7(a), 504, Express, PPP, EIDL, etc.
8. Are you currently incarcerated, serving a sentence of imprisonment imposed upon adjudication of guilty, or under indictment for a felony or any crime involving or relating to financial misconduct or a false statement? Yes ☐ No ☐
If yes, this project is NOT eligible for SBA financing.
9. Are you presently suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or agency? Yes ☐ No ☐
10. Have you or any of your companies ever been involved in bankruptcy or insolvency proceedings?
Yes ☐ No ☐ *If yes, please provide details.*
11. Are you or any of your companies involved in any pending lawsuits (including divorce proceedings)?
Yes ☐ No ☐ *If yes, please provide details.*
12. Do you have an ownership interest in any other companies? Yes ☐ No ☐
If yes, please submit two years of federal tax returns for each.
13. Are you obligated to pay child support? Yes ☐ No ☐ *If yes, are your payments current?* Yes ☐ No ☐ N/A ☐
14. Do you or your spouse or any member of your household work for the SBA, Small Business Advisory Council, SCORE, any Federal Agency, the participating lender(s), or is a Member of the Military (grade \geq GS-13)? Yes ☐ No ☐
If yes, please provide the name and address of the person and the office where employed.
15. Has an application for **this project** previously been submitted to the SBA by any CDC or Lender in connection with any SBA program? Yes ☐ No ☐

Credit Report & Background Check Authorization

I authorize TCM to request and review data about me that is deemed to be relevant for purposes of assessing creditworthiness and processing a loan application, including credit reports from credit reporting agencies and background checks to search for prior criminal convictions, lawsuits, bankruptcies, and tax liens. I further authorize TCM to release such information to any third party deemed necessary for purposes related to my credit application/transaction. Additionally, I authorize third parties, including credit reporting agencies, to release to TCM information related to my credit application/transaction. I understand that the information obtained will be used solely for the purpose of evaluating my loan application and will be handled confidentially. I hereby certify that the enclosed information (together with any attachments or exhibits) is valid and true, accurate and correct to the best of my knowledge.

Signature: _____ Date: _____