

**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, LASTHome Address _____
STREET, CITY, STATE, ZIP

Mobile Phone # _____ Email Address _____

Place of Birth _____ Date of Birth _____
CITY and STATE (or FOREIGN COUNTRY if outside the U.S.) MONTH, DAY, & YEARAre you a U.S. Citizen? Yes No Have you served in the U.S. Military? Yes No *If Yes, please provide DD 214 Long Form***PREVIOUS GOVERNMENT LOANS**Have you or any of your companies ever applied for and/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.**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.***RESUME INFORMATION****WORK EXPERIENCE WITH APPLICANT BUSINESS** PLEASE ATTACH ANY ADDITIONAL EMPLOYMENT HISTORY, IF APPLICABLE.

Ownership in Applicant Business _____ % Corporate Title _____

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

Roles & Responsibilities _____

EDUCATION PLEASE ATTACH ANY ADDITIONAL EDUCATIONAL HISTORY, IF APPLICABLE.

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

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

DEMOGRAPHIC INFORMATION*SBA collects this information for program reporting purposes and to determine eligibility for Public Policy Goal designations. Responses are voluntary and do not impact the credit decision.*

Race and ethnicity:

- American Indian/Alaska Native Asian Black/African American Native Hawaiian/Pacific Islander
 White/Caucasian Prefer not to answer Ethnicity: Hispanic or Latino Not Hispanic or Latino

Gender: Male Female Prefer not to answer**VERIFICATION & COMPLIANCE NOTICE**

Information provided in this application may be verified by Twin Cities-Metro Certified Development Company (TCM) and/or the U.S. Small Business Administration (SBA). Incomplete or inaccurate information may result in delayed processing or a declined loan application. Federal law requires us to verify the identity of applicants for SBA 504 loans. To comply with 31 CFR §1020.220, and other applicable laws and regulations, TCM maintains a Customer Identification Program (CIP). As part of this process, you will be asked to provide identifying information and documentation, such as a government-issued photo ID. Applicant identities will be verified and screened against OFAC sanctions lists and other applicable government watch lists. Your signature authorizes TCM to obtain and review applicable consumer and/or business credit reports. These steps help protect against fraud and ensure compliance with federal lending requirements.

Signature: _____ Date: _____

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To be completed by all direct & indirect owners ($\geq 10\%$), all corporate officers (regardless of ownership%), & all personal guarantors

Name _____

1. 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.*
2. 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.*
3. 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.
4. 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
5. Have you or any of your companies ever been involved in bankruptcy or insolvency proceedings?
Yes No *If yes, please provide details.*
6. Are you or any of your companies involved in any pending lawsuits (including divorce proceedings)?
Yes No *If yes, please provide details.*
7. Do you have an ownership interest in any other companies? Yes No
If yes, please submit two years of federal tax returns for each.
8. Are you obligated to pay child support? Yes No *If yes, are your payments current? Yes No N/A*
9. 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.
10. 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

SPOUSE INFORMATION

If you are married, SBA requires that your Personal Financial Statement include all household assets and liabilities, including those of your spouse and any minor children. This requirement does not make your spouse a guarantor. Please share the information below so we can securely send documents and e-signature requests when needed.

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

Spouse Email Address _____ Spouse Mobile Phone# _____

CREDIT REPORT & BACKGROUND CHECK AUTHORIZATION

I authorize TCM to obtain and review information about me that is relevant to evaluating my creditworthiness and processing this loan application. This may include consumer and/or business credit reports, as well as background checks that may include public record information such as prior criminal convictions, civil judgments, lawsuits, bankruptcies, and tax liens. I further authorize TCM to share such information with SBA and other third parties, including lenders and service providers, as necessary to process, evaluate, or service my loan application or resulting transaction. I also authorize credit reporting agencies and other third parties to release such information to TCM for these purposes. I understand that the information obtained will be used in connection with my loan application and will be handled in accordance with applicable privacy and confidentiality requirements. I certify that all information provided in connection with this application, including any attachments or supporting documentation, is true, accurate, and complete to the best of my knowledge. This authorization shall remain in effect for the duration of the application process and, if approved, during the term of the loan for purposes of servicing, monitoring, or enforcement. Please note that SBA eligibility requirements are subject to change and that the information on this form reflects current SBA guidelines at the time of publication. Current SBA requirements govern in all cases.

Signature: _____ Date: _____