



Garden State Relief Fund Application

Please save this form to your computer, complete it and email the completed application to relief@njclf.com You will receive acknowledgment of your application by email in reply with a link to upload required attachments.

Applicant Business or Organization Information

Organization/Business Name _____
 Address _____ City _____
 County _____ State and ZIP Code _____ Date Established _____
 Phone _____ Email _____ Tax ID _____
 Legal Structure: Sole Proprietorship Partnership Corporation LLC/LLP Non-Profit
 Please briefly describe the nature of your business or organization (1-2 Sentences Max):

 Primary Point of Contact _____ Phone _____ Email _____

Loan Request Information

Please briefly describe why your business or organization is requesting a loan at this time and how funding will be used (3-5 Sentences Max):

 Initial Amount Requested (\$10,000 Minimum, \$75,000 maximum): _____
 Type of Loan Requested: Refinance an Existing Loan Establish a New Loan

Business or Organization Description

What is the geographic market(s) your business or organization serves?

 What is the population your program serves? General Public Low-Income Families
 Number of Full Time Employees as of March 1, 2020 _____
 Number of Part Time Employees as of March 1, 2020 _____
 Number of Employees as of today's date: _____
 Please indicate the last FULL calendar week in 2020, starting on a Monday, that the business or organization generated revenue _____ Average Weekly Revenue _____

Business or Organization Structure

If the applicant is a for-profit entity, please list the names of the business owner(s) and the % of the business they own:

 List any affiliated organizations owned or controlled by the Business, Organization or Representing Individuals:

 Does the applicant own or lease their facility? Own Lease Approx. facility sq/ft _____



Required Attachments

Please note that this application will not be considered complete without all required attachments. Upon emailing your completed form to relief@njclf.com you will receive an email in return from us acknowledging receipt of your application with a hyperlink that you will use to upload the following required documents:

- o The most recent three years BUSINESS or NONPROFIT Tax Returns.
- o Internally prepared 6/30/2020 Income Statement and Balance Sheet.
- o The most recent three years PERSONAL Tax Returns for all owners with 20% or more interest in the business, if the applicant is a for-profit entity.
- o Completed Personal Financial Statement from SBA Form 413.
- o Copy of the property lease(s) for the organization or business if the occupancy is not owned.
- o Copies of all other applications for relief assistance, including SBA and state programs.
- o Statement from applicant explaining plans for loan repayment given the circumstances created by the pandemic.

Borrower Diversity

The following information is not required to process this application but it does help us describe our borrowers to the investors who contribute to the Garden State Relief Fund to enable this loan program

Borrower Race: _____

Borrower Ethnicity: _____

Is the business owned (50% or more) by:

Women?	Yes	No
LGBTQ+ Person(s)?	Yes	No
Disabled Person(s)?	Yes	No
Veteran(s)?	Yes	No
Low-Moderate Income Person(s)?	Yes	No

CERTIFICATION AND AUTHORIZATION

I hereby certify on behalf of _____, the applicant, that the information contained on this form and any attachments submitted in conjunction with this form are complete, true, and accurate to the best of my knowledge. No relevant information has been deleted, modified in any way, or withheld, and the applicant understands that it has a continuing obligation to amend and/or supplement the information provided in this application if any of the material facts represented herein change prior to closing.

The undersigned authorizes New Jersey Community Capital, its successors, assigns, agents, and/or participants to obtain information related to this loan request, including but not limited to, relevant financial information, credit reference and/or credit reports, and historical information about the applicant, its principals or affiliates. The undersigned also authorizes New Jersey Community Capital, its successors, assigns, agents, and/or participants to release any information obtained about the applicant and/or project in the application review or underwriting process to program partners.

All proposals are subject to credit or investment approval. New Jersey Community Capital reserves all rights to publicly announce the approval, commitment or closing of any financing.

(Signature)	(Printed Name)	(Date)
(Title)	(Organization)	