



OCP Loan Application

For All Loan Sizes

The information requested on this Loan Application is required by Old Capital Partners, L.P. and its Investors. You are required to complete this form, to the best of your belief or knowledge, before we can process your loan request. If any of the requested information is not submitted, or if any of the questions are not answered or completed, your loan could be significantly delayed or denied. Contact your OCP Representative if you have questions or need assistance.

Business Information

- Tax returns for the last three years
- Company year end financial statements for the last three years – CPA or in-house prepared
- Company interim financial statement, not more than 60 days old
- Schedule of Fixed Debt (attached form)
- If your request is for a development loan*, a monthly cash flow projection during the construction for one year
- If your request is for a development loan*, projected income statement and balance sheet for one year
- If your request is for a development loan*, proposal of total project budget to completion. Budget needs to be itemized by line item
- Executive Loan Summary (include history of the business and any promotional literature)
- Description of collateral (Existing & To be acquired)
- Schedule of Fixed Debt including payoff amount (attached form)
- Itemized Sources and Uses (line item)
- Corporate Charter/Articles of Incorporation *or* Partnership Agreement *or* Assumed Name Certificate
- Appraisal/Third Party Business Valuation
- Commercial general liability binder (Liability & Hazard)
- Contact List
- Business Plan

Personal Information

For each officer with 20% or more ownership:

- Personal tax returns for last three years
- Personal financial statement within the last 60 days
- Resume (profile) for each office/owner

Other Information

- Executed purchase agreement with evidence of down payment
- Phase I Environmental within the last 12 months
- Copies of all the leases in existence including a copy of the rent roll within the last 60 days
- Property management contract and resume
- Blue Line Survey
- Earnest money contract (real estate purchase)
- Construction cost breakdown (line item), schedule of draws, schedule of plan improvements, plans and specifications and construction contract
- Statement of qualifications from general contractor including licenses and statement of financial condition
- Statement of qualifications from project manager on AIA format and condition of bonding capacity of AIA format
- If your request is for new construction*, evidence of availability of utilities, engineering soils report, evidence of zoning, copy of existing water/drainage study, traffic report, sewer easement, builder contract, copy of subdivision plats, MUD, PID and/or road district documents and any facilities agreement with municipality
- Copy of Notes to be refinanced (& security agreement or deed of trust)
- If purchasing a business, include a signed purchase agreement, and letter from seller as to why the business is being sold
- AFFILIATE BUSINESS – *any business concern owned 20% or more by business owners*. Provide tax returns for last three years and interim financial statements not more than 60 days old

Information About Your Business

Full Legal Name/Borrowing Entity		Street Address		
Telephone Number		City	State	Zip
Type of Business (What product/service do you provide)		Structure (S-Corp, CCorp, LLC, DBA)	Contact Name	
Year Business Established/Purchased Date	Type of Loan	Are you acquiring a business with this loan? Yes No		Loan Amount

Principal Owners (Must Account for 100% of the ownership of the business)

Full Legal Name	Social Security #	Complete Address	% Ownership	Title

Other Business Affiliations

(List any other business concerns owned 20% or more by the individuals listed in the ownership section of the application and any other business concerns owned by the applicant company)

Name of Owner	Business Name	Nature of Business	% Ownership

Loan Request Information

<p>1. Land Purchase _____</p> <p>2. Construction _____</p> <p>3. Development _____</p> <p>4. Bridge Financing _____</p> <p>5. Refinance Debt _____</p> <p>6. Interim Financing _____</p> <p>7. Equity Investment _____</p> <p>8. Mezzanine Debt _____</p> <p>9. Other _____</p> <p>Total Funds Needed _____</p> <p>Primary Purpose of Loan _____</p>	<p>1. Total Funds Needed _____</p> <p>2. Owner Injection _____</p> <p>3. Other Equity _____</p> <p>4. Loan Request _____</p> <p><u>Source of Owner Injection:</u> (Required for New Businesses or Business Purchases)</p> <p>Business \$ _____</p> <p>Personal \$ _____</p> <p>Gift \$ _____</p> <p>Other _____ \$ _____</p> <p>Type of Owner Injection Cash <input type="checkbox"/> Asset <input type="checkbox"/>*</p>
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* Provide details in an attachment

Declarations of Principal Owners, Officers, Directors

Please answer the following questions as they may apply to the applicant company, each officer, each director and each owner of 20% or more of the applicant company. For each yes answer attach a separate exhibit providing a detailed explanation from the source.

