Preparing and Applying for an SBA Economic Injury Disaster Loan

sbtdc

Your business. Better.

The SBTDC is a business and technology extension program of the UNC System and is funded in part through a Cooperative Agreement with the U.S. Small Business Administration.

POWERED BY SBA

U.S. Small Business Administration

www.sbtdc.org | info@sbtdc.org

Updated March 24,2020

U.S. Small Business Administration

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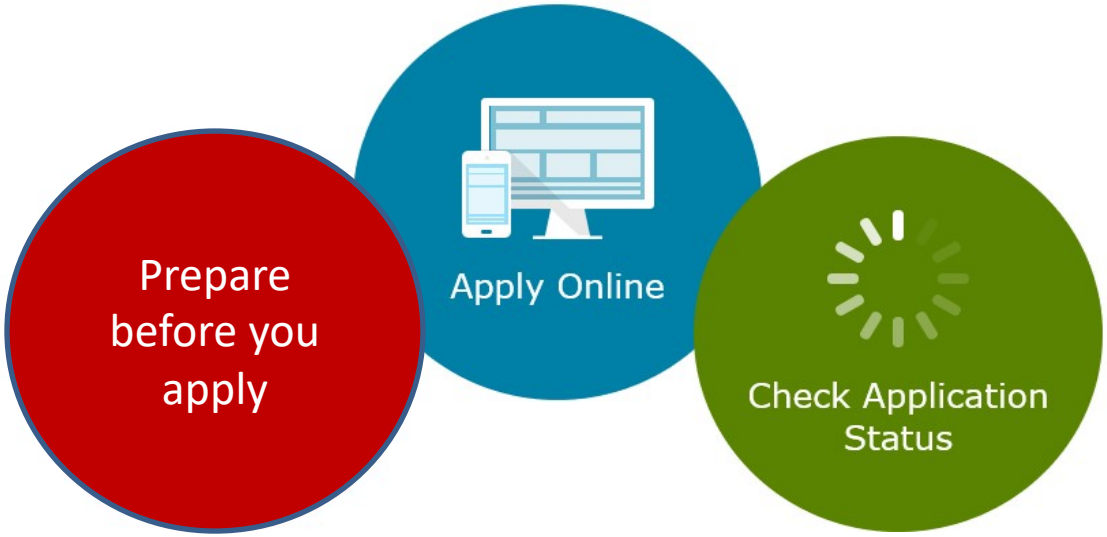
Loan Information Search Declarations Apply Online

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters



Prepare Before You Apply

Prepare

1- Print paper copy of application and review.
2-Gather your most recent three years business tax returns. Keep them with you.
3-Allow one hour to complete application.
4-Be prepared to address any past credit issues.
5-List of business owners with more than 20% ownership.

Information you will need to complete the application

1-Business financial information needed: Projections of sales and business expenses, including long term debt payments, rent, utilities, account payable, inventory and payroll for the next three to 6 months to determine Amount of Estimated Loss (will be needed for Form 5 line 18).
Seek assistance if needed prior to beginning the application.

2-Personal financial information: Bank account balances, retirement account balances, stock information, list and values of automobiles, real estate and other assets. List of amount owed and to whom (will be needed for Form 413D).
Needed for each owner with more than 20% ownership

Estimated Payment Schedule

Amount	Interest	10 year	15 year	20 year	25 year	30 Year
$ 25,000.00	3.75%	$ 245.83	$ 177.29	$ 143.33	$ 123.54	$ 110.63
$ 50,000.00	3.75%	$ 491.67	$ 354.58	$ 286.67	$ 247.08	$ 221.25
$ 75,000.00	3.75%	$ 737.50	$ 531.88	$ 430.00	$ 370.63	$ 331.88
$ 100,000.00	3.75%	$ 983.33	$ 709.17	$ 573.33	$ 494.17	$ 442.50
$ 125,000.00	3.75%	$ 1,229.17	$ 886.46	$ 716.67	$ 617.71	$ 553.13
$ 150,000.00	3.75%	$ 1,475.00	$ 1,063.75	$ 860.00	$ 741.25	$ 663.75
$ 200,000.00	3.75%	$ 1,966.67	$ 1,418.33	$ 1,146.67	$ 988.33	$ 885.00
$ 250,000.00	3.75%	$ 2,458.33	$ 1,772.92	$ 1,433.33	$ 1,235.42	$ 1,106.25
$ 300,000.00	3.75%	$ 2,950.00	$ 2,127.50	$ 1,720.00	$ 1,482.50	$ 1,327.50
$ 400,000.00	3.75%	$ 3,933.33	$ 2,836.67	$ 2,293.33	$ 1,976.67	$ 1,770.00
$ 500,000.00	3.75%	$ 4,916.67	$ 3,545.83	$ 2,866.67	$ 2,470.83	$ 2,212.50
$ 600,000.00	3.75%	$ 5,900.00	$ 4,255.00	$ 3,440.00	$ 2,965.00	$ 2,655.00
$ 700,000.00	3.75%	$ 6,883.33	$ 4,964.17	$ 4,013.33	$ 3,459.17	$ 3,097.50
$ 800,000.00	3.75%	$ 7,866.67	$ 5,673.33	$ 4,586.67	$ 3,953.33	$ 3,540.00
$ 1,000,000.00	3.75%	$ 9,833.33	$ 7,091.67	$ 5,733.33	$ 4,941.67	$ 4,425.00

5 years at 3.75% the payment is $18.50 per thousand borrowed
10 years at 3.75% the payment is $10.02 per thousand borrowed

Disaster Loan Application Portal (DLAP)

DOUBLE-CLICK ON THE LINK TO ACCESS THE SITE:

https://disasterloan.sba.gov/ela/

How to Apply

- Applicants may apply online using the Electronic Loan Application (ELA) via SBA's secure website at https://disasterloan.sba.gov/ela.
- Paper loan applications can be downloaded from www.sba.gov/disaster. Completed applications should be mailed to: U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, TX 76155.
- Disaster loan information and application forms may also be obtained by calling the SBA's Customer Service Center at 800-659-2955 (800-877-8339 for the deaf and hard-of-hearing) or by sending an email to disastercustomerservice@sba.gov.

Filing Requirements Step by Step

Electronic Loan Application (SBA Form 5)

-OR-

Electronic Loan Application (SBA Form 5C) -- Sole Proprietorship Only

Personal Financial Statement (SBA Form 413) 20% Owners/GP

Schedule of Liabilities (SBA Form 2202)

Monthly Sales Figures (SBA Form 1368)

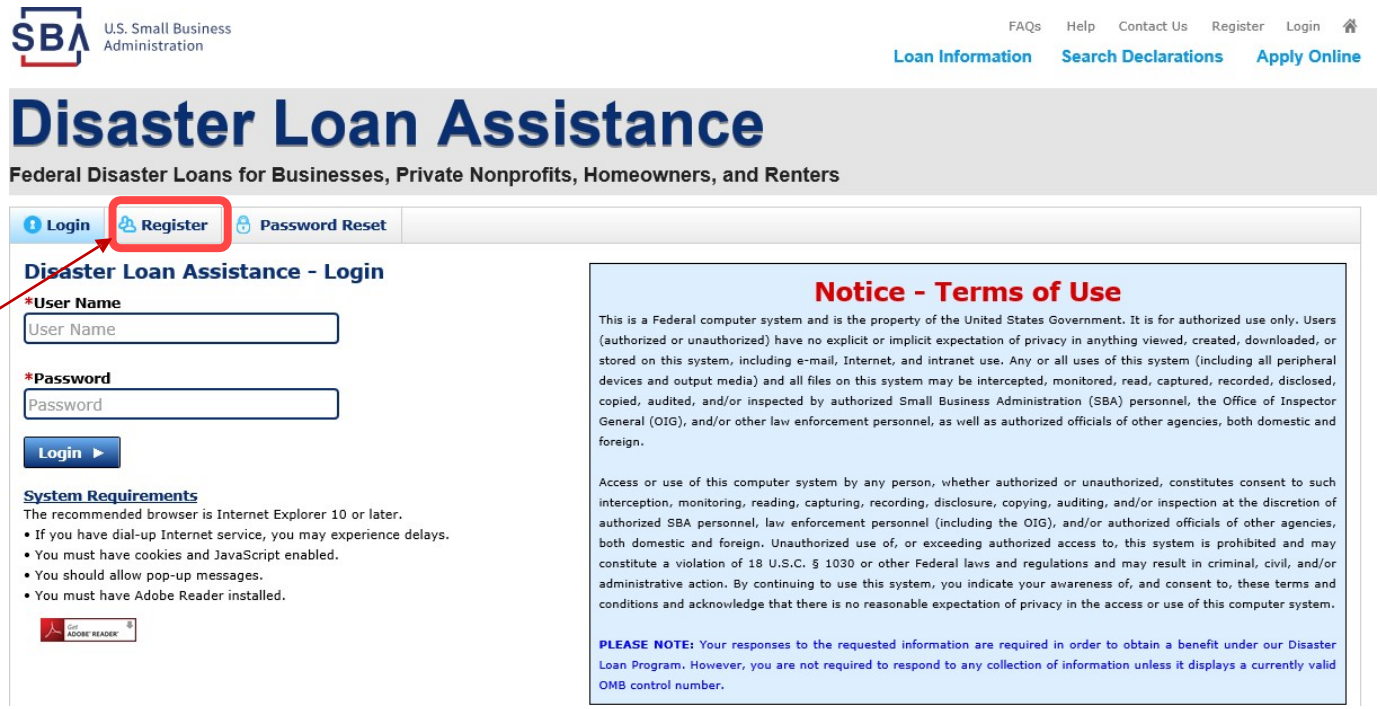
Tax Authorization (IRS Form 4506-T) 20% Owners/GP/50% Affiliate

Register to Apply Online

From this page you can:

1) Begin a new application by clicking on Register

2) Return to complete a started application by inputting a user name and password



Complete Registration Information

SBA U.S. Small Business Administration

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Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

User Registration (Part 1 of 2)

The registration information that you provide will be used to verify your identity and for future logins. Please ensure that this information is accurate and correct.

WARNING - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

Personal Information

*First Name: Chadwick
MI: G
*Last Name: Nelson
Suffix: Sr.
*Social Security Number: 415-31-1234
*Date of Birth: 12/15/1985

Primary Address (Prior to the Disaster)

*Address Line 1: 123 Main
Address Line 2: Address Line 2
*City: Herndon
*State: Virginia
*Zip Code: 20174
County: Fairfax
Email Address: marilynsdogan@gmail.com
Re-enter Email Address: marilynsdogan@gmail.com
☑ Receive status notifications by email

As an additional security measure, we will be sending a separate pass code to your phone or email which you will need to log in to the disaster loan application once you complete the registration process. You must have access to your phone or email to receive your pass code to login.

*Primary Phone Number: 817-845-3369
Alternate Phone Number: 404-909-1585

☑ I acknowledge and understand that third parties are providing information or services to the U.S. Small Business Administration in order for the U.S. Small Business Administration to authenticate my identity. I agree to hold harmless said third parties and indemnify said third parties from any and all liability resulting from my use of the authentication services.

Cancel Next

On page 1 of the registration, pay close attention to the sections with an * these sections must be completed. It is important that a good email address and cell

WARNING - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

User Data

*User Name: chadnelson
(Must be at least 6 characters)
*Password: ••••••••••
(Must be at least 8 characters and must contain at least three of the following items: one uppercase letter, one lowercase letter, one number, one special character from this list: !@#$%^&*()_+-=[]{}\|;:'",.<>/?)
*Confirm Password: ••••••••••
Your passwords must match

*Security Question 1: In what city and country do you want to retire?
*Security Answer 1: Atlanta USA
*Security Question 2: In what city did you meet your spouse/significant other?
*Security Answer 2: New York
*Security Question 3: In what city was the company where you first worked?
*Security Answer 3: New Orleans

Please type the text appearing in the image below:
Note: If you cannot view the image for any reason, please click on the speaker icon to hear the code.
Then enter the code in the box below.

WWJDP

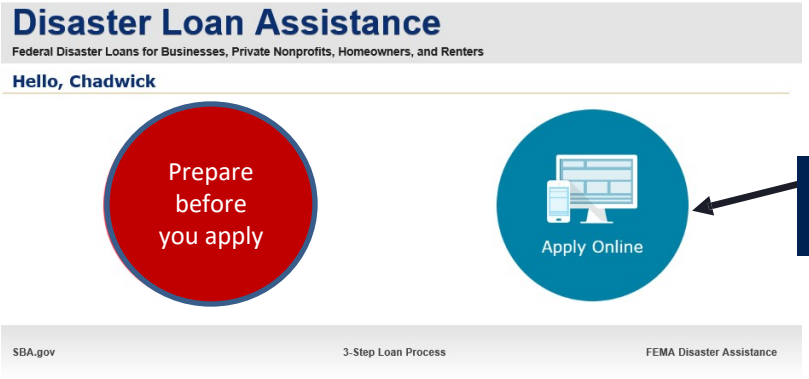
*Enter Code: WWJDP

Previous Next

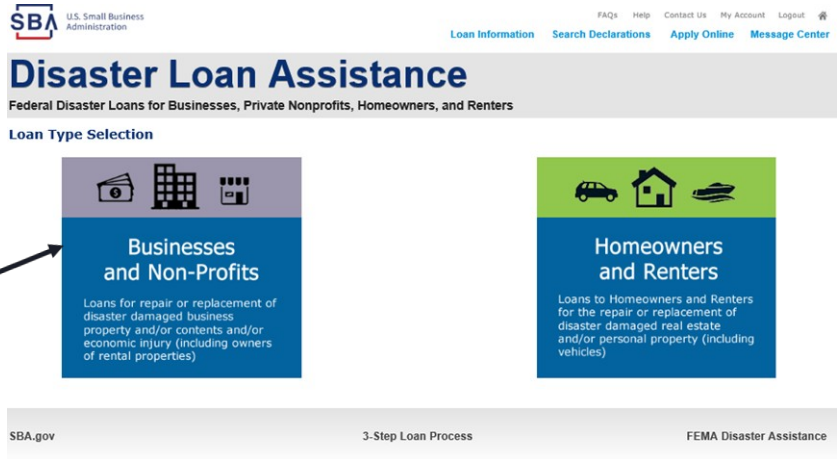
On page 2 of the registration you will create your unique user-name and password. When creating your security questions, make sure to use information you won't likely forget. If your password ever requires a reset, you would need this information

To advance to the next page, go next

Apply Online



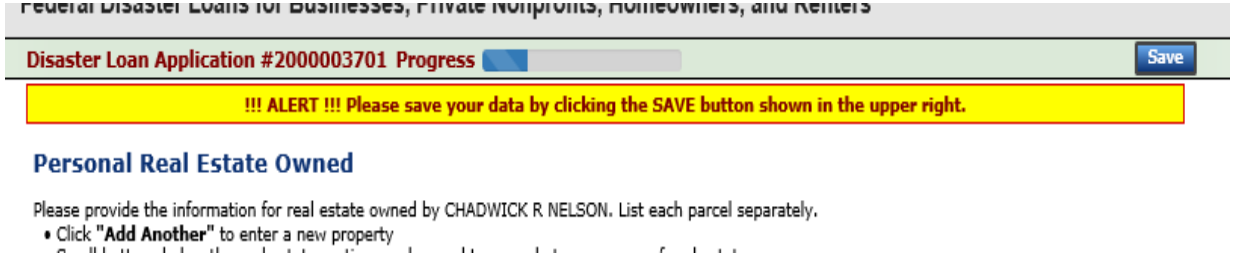
Double Click on “Apply Online”



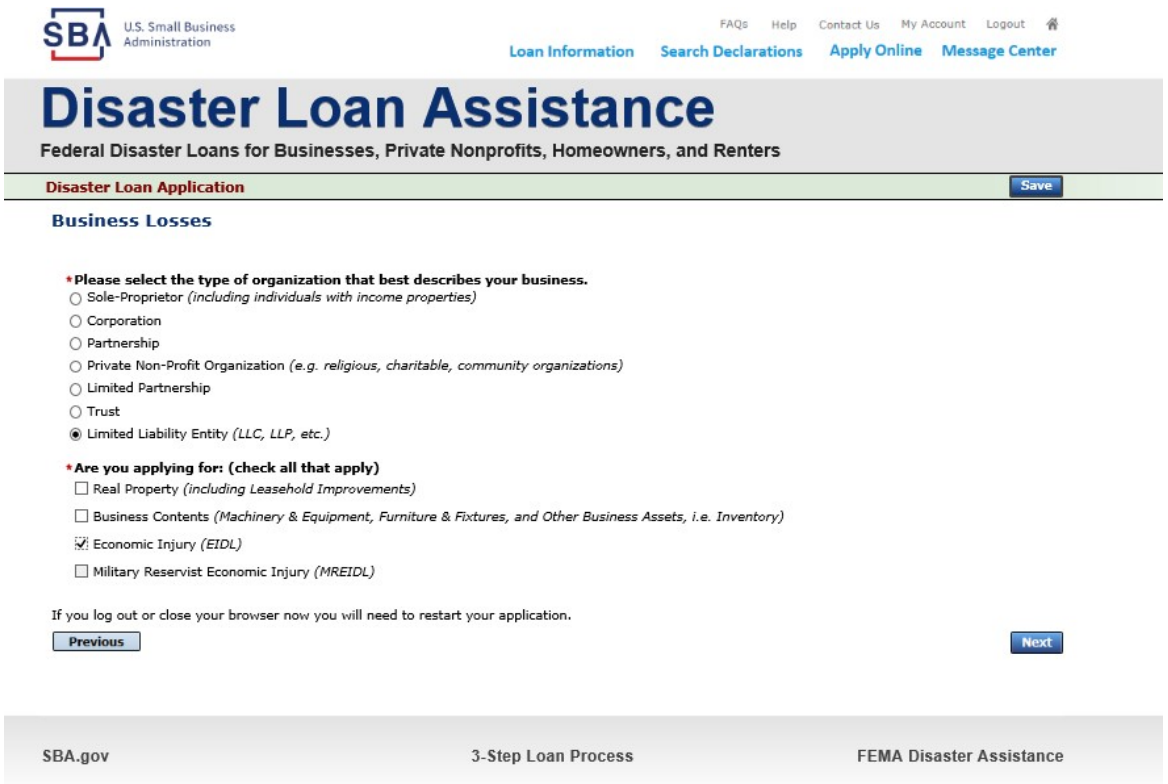
Double Click on Business and Non Profit

Special Note

If you receive a message like the one below, click on “SAVE” so that you don’t lose your information.



Business Type



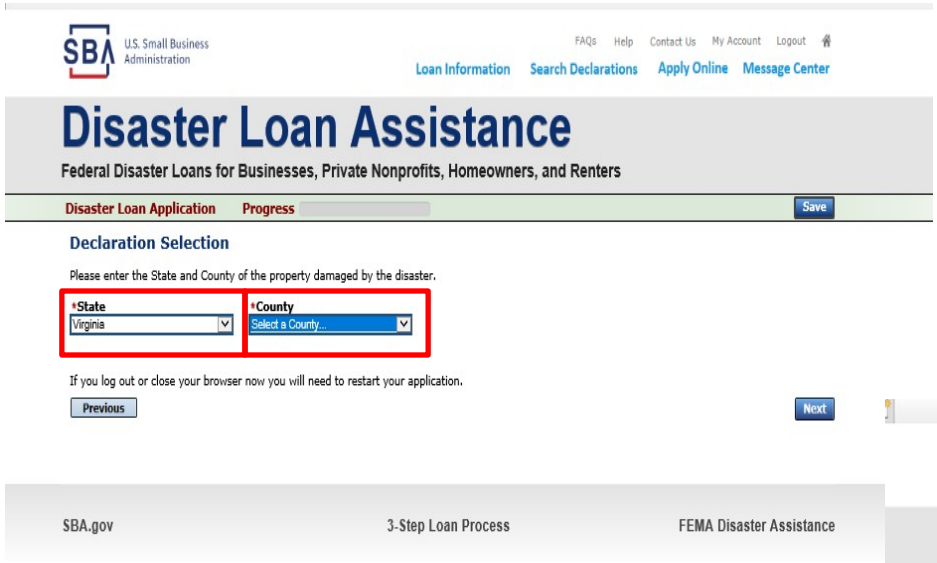
SBA Form 5 would be completed by:

- Corporations
- Partnership
- Private Non-Profit Organizations
- Limited Partnership
- Trust
- Limited Liability Entity

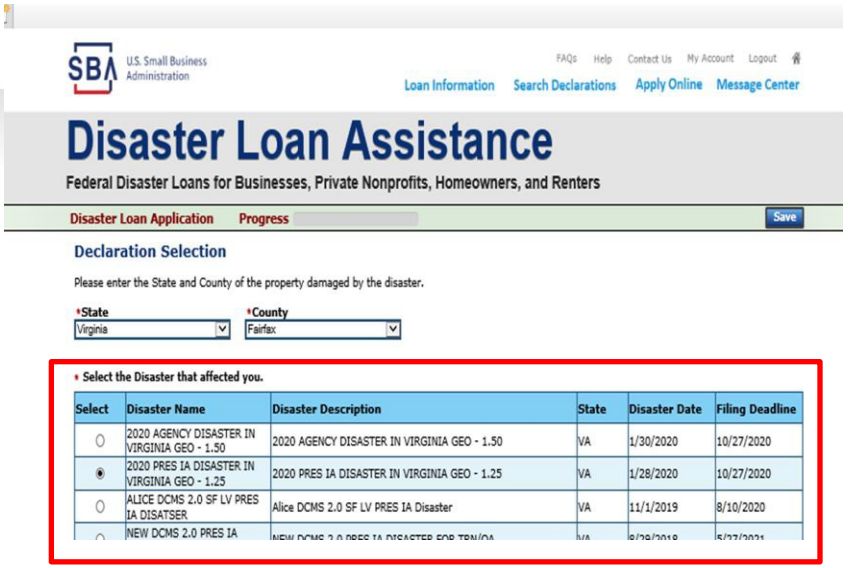
SBA Form 5C would be completed by:
Sole Proprietorship

Once you make your selection the system will automatically direct you to the form.

Select North Carolina / Your County COVID-19 Disaster Declaration



Use the drop-down box and select the State and County where the loss has happened



Select the disaster declaration

Complete Certifications

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Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application Progress Save

Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

WARNING: Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015

* ☐ **I Certify**

If you log out or close your browser now you will need to restart your application.

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Disaster Loan Application Progress

STATEMENTS REQUIRED BY LAWS AND EXECUTIVE ORDERS

To comply with legislation passed by the Congress and Executive Orders issued by the President, Federal executive agencies, including the Small Business Administration (SBA), must notify you of certain information. You can find the regulations and policies implementing these laws and Executive Orders in Title 13, Code of Federal Regulations (CFR), Chapter 1, or our Standard Operating Procedures (SOPs). In order to provide the required notices, the following is a brief summary of the various laws and Executive Orders that affect SBA's Disaster Loan Programs. A glossary of terms can be found at Disasterloan.sba.gov.

FREEDOM OF INFORMATION ACT (5 U.S.C. § 552)

This law provides, with some exceptions, that we must make records or portions of records contained in our files available to persons requesting them. This generally includes aggregate statistical information on our disaster loan programs and other information such as names of borrowers (and their officers, directors, stockholders or partners), loan amounts at maturity, the collateral pledged, and the general purpose of loans. We do not routinely make available to third parties your proprietary data without first notifying you, required by Executive Order 12600, or information that would cause competitive harm or constitute a clearly unwarranted invasion of personal privacy.

Freedom of Information Act (FOIA) requests must describe the specific records you want. For information about the FOIA, contact the Chief, FOI/AP Office, 409 3rd Street, SW, Suite 5900, Washington, DC 20416, or by email at foia@sba.gov.

PRIVACY ACT (5 U.S.C. § 552a)

Anyone can request to see or get copies of any personal information that we have in your file. Any personal information in your file that is retrieved by individual identifiers, such as name or social security number is protected by the Privacy Act, which means requests for information about you may be denied unless we have your written permission to release the information to the requestor or unless the information is subject to disclosure under the Freedom of Information Act. The Agreements and Certifications section of this form contains written permission for us to disclose the information resulting from this collection to state, local or private disaster relief services.

The Privacy Act authorizes SBA to make certain "routine uses" of information protected by that Act. One such routine use for SBA's loan system of records is that when this information indicates a violation or potential violation of law, whether civil, criminal, or administrative in nature, SBA may refer it to the appropriate agency, whether Federal, State, local or foreign, charged with responsibility for or otherwise involved in investigation, prosecution, enforcement or prevention of such violations. Another routine use of personal information is to assist in obtaining credit bureau reports, on the Disaster Loan Applicants and guarantors for purposes of originating, servicing, and liquidating Disaster loans. See, 69 F.R. 58598, 58617 (and as amended from time to time) for additional background and other routine uses.

Under the provisions of the Privacy Act, you are not required to provide social security numbers. (But see the information under Debt Collection Act below) We use social security numbers to distinguish between people with a similar or the same name for credit decisions and for debt collection purposes. Failure to provide this number may not affect any right, benefit or privilege to which you are entitled by law, but having the number makes it easier for us to more accurately identify to whom adverse credit information applies and to keep accurate loan records.

Note: Any person concerned with the collection, use and disclosure of information, under the Privacy Act may contact the Chief, FOI/PA Office, 409 3rd Street, SW, Suite 5900, Washington, DC 20416 or by e-mail at foia@sba.gov for information about the Agency's procedures relating to the Privacy Act and the Freedom of Information Act.

DEBT COLLECTION ACT OF 1982; DEFICIT REDUCTION ACT OF 1984; DEBT COLLECTION IMPROVEMENT ACT OF 1996 & other titles (31 U.S.C. 3701 et seq.)

These laws require us to aggressively collect any delinquent loan payments and to require you to give your taxpayer identification number to us when you apply for a loan. If you receive a loan and do not make payments when they become due, we may take one or more of the following actions (this list may not be exhaustive):

*Report the delinquency to credit reporting bureaus.
*Offset your income tax refunds or other amounts due to you from the Federal Government.
*Refer the account to a private collection agency or other agency operating a debt collection center.
*Suspend or debar you from doing business with the Federal Government.
*Refer your loan to the Department of Justice.
*Foreclose on collateral or take other actions permitted in the loan instruments.

* ☐ **I have read the Statements Required by Laws and Executive Orders.** Print

If you log out or close your browser now you will need to restart your application.

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OMB Control No. 3245-0017
Exp. 08/31/2021

Read and Electronically Agree to the Certification of Truthful Information and the Executive Orders Document.

Start Application – Form 5

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Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress

Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the ***Disaster Business Loan Application*** *(SBA Form 5)*.

Disaster Business Loan Application — Start

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

Personal Financial Statement — *Complete preceding section(s) first.*

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

Schedule of Liabilities — *Complete preceding section(s) first.*

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

Request for Transcript of Tax Return — *Complete preceding section(s) first.*

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

Applicant Business Federal Tax Return — *Complete preceding section(s) first.*

Read and accept the Truthful Information Certification.

Truthful Information Certification — *Complete preceding section(s) first.*

Submit Application and Supporting Documents.

Submit Application — *Complete preceding section(s) first.*

ADDITIONAL INFORMATION MAY BE NECESSARY TO PROCESS YOUR APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST.

Complete copy, including all schedules, of the most recent Federal income tax return for each principal owning 20 percent or more, each general partner or managing member, and each affiliate when any owner has more than a 50 percent ownership in the affiliate business. Affiliates include, but are not limited to, business parents, subsidiaries, and/or other businesses with common ownership or management

If the most recent Federal income tax return has not been filed, a year-end profit-and-loss statement and balance sheet for that tax year

A current year-to-date profit-and-loss statement

Additional Filing Requirements (SBA Form 1368) providing monthly sales figures form will generally be required when requesting an increase in the amount of economic injury.

Previous

OMB Control No. 3245-0017
Exp. 08/31/2021

This business type for this example is an LLC.

This page provides information on all the filing requirements necessary to have a successfully completed application.

To begin depress START

SBA form 5 – page 1

Complete anything with a red Asterix beside it. Click on EIDL- left side of form only

U.S. Small Business Administration
DISASTER BUSINESS LOAN APPLICATION

OMB No. : 3245-0017
Expiration: 08/31/2021

FOR SBA INTERNAL USE ONLY

Date Received_____Location_____By _____

Physical Declaration Number		Filing Deadline Date	
Economic Injury Declaration Number		Filing Deadline Date	
FEMA Registration Number (if known)		SBA Application Number	

1. ARE YOU APPLYING FOR:

☐ **Physical Damage** -- *Indicate type of damage*

☐ **Real Property** ☐ **Business Contents**

☐ **Economic Injury (EIDL)**

☐ **Military Reservist EIDL (MREIDL)**
(complete the following)

* Name of Essential Employee _____

* Employee's Social Security Number _____

PLEASE PROVIDE ALL INFORMATION OR DOCUMENTATION REQUESTED IN THE ATTACHED FILING REQUIREMENTS.
* For information about these questions, see the attached Statements Required by Laws and Executive Orders.
Apply online at https://disasterloan.sba.gov/ela/ OR send completed applications to:
U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, Texas 76155

2. ORGANIZATION TYPE ***Sole Proprietors should complete form 5C**

☐ Partnership ☐ Limited Partnership ☐ Limited Liability Entity

☐ Corporation ☐ Nonprofit Organization ☐ Trust ☐ Other: _____

3. APPLICANT'S LEGAL NAME	4. FEDERAL E.I.N. (if applicable)
5. TRADE NAME (if different from legal name)	**6. BUSINESS PHONE NUMBER (including area code)**

7. MAILING ADDRESS ☐ Business ☐ Home ☐ Temp ☐ Other _____

Number, Street, and/or Post Office Box	City	County	State	Zip

SBA form 5 – page 1 cont'd

8. DAMAGED PROPERTY ADDRESS(ES)
(If you need more space, attach additional sheets.) ☐ Same as mailing address

BUSINESS PROPERTY IS: ☐ Owned ☐ Leased

Number and Street Name	City	County	State	Zip

9. PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR:

Loss Verification Inspection	Information necessary to process the Application
Name	Name
Telephone Number	Telephone Number

10. ALTERNATE WAY TO CONTACT YOU

☐ Cell Number	☐ E-mail
☐ Fax Number	☐ Other

11. BUSINESS ACTIVITY:	12. NUMBER OF EMPLOYEES (pre-disaster):
13. DATE BUSINESS ESTABLISHED:	14. CURRENT MANAGEMENT SINCE:

15. AMOUNT OF ESTIMATED LOSS:
If unknown, enter a question mark

☐ Real Estate		☐ Inventory	
☐ Machinery & Equipment		☐ Leasehold Improvements	

16. INSURANCE COVERAGE (IF ANY)
(If you need more space, attach additional sheets.)

Coverage Type:

Name of Insurance Company and Agent

Phone Number of Insurance Agent	Policy Number

SBA Form 5 (05-10) Ref SOP 50 30

Page 1 of 6

SBA form 5 – page 2

17. OWNERS (Individuals and businesses.) (If you need more space attach additional sheets.) Complete for each: 1) proprietor, or 2) limited partner who owns 20% or more interest and each general partner, or 3) stockholder or entity owning 20% or more voting stock.

Legal Name				Title/Office	% Owned	E-mail Address	
SSN/EIN*	Marital Status	Date of Birth*	Place of Birth*		Telephone Number (area code)		US Citizen ☐ Yes ☐ No
Mailing Address				City		State	Zip
Legal Name				Title/Office	% Owned	E-mail Address	
SSN/EIN*	Marital Status	Date of Birth*	Place of Birth*		Telephone Number (area code)		US Citizen ☐ Yes ☐ No
Mailing Address				City		State	Zip

* For information about these questions, see the attached Statements Required by Laws and Executive Orders.

Business Entity Owner Name	EIN	Type of Business	% Ownership
Mailing Address	City	State	Zip Code
E-mail Address	Phone		

18. For the applicant business and each owner listed in item 17, please respond to the following questions, providing dates and details on any question answered **YES** (Attach an additional sheet for detailed responses).

a. Has the business or a listed owner ever been involved in a bankruptcy or insolvency proceeding? ☐ Yes ☐ No

b. Does the business or a listed owner have any outstanding judgments, tax liens, or pending lawsuits against them? ☐ Yes ☐ No

c. In the past year, has the business or a listed owner been convicted of a criminal offense committed during and in connection with a riot or civil disorder or other declared disaster, or ever been engaged in the production or distribution of any product or service that has been determined to be obscene by a court of competent jurisdiction? ☐ Yes ☐ No

d. Has the business or a listed owner ever had or guaranteed a Federal loan or a Federally guaranteed loan? ☐ Yes ☐ No

e. Is the business or a listed owner delinquent on any Federal taxes, direct or guaranteed Federal loans (SBA, FHA, VA, student, etc.), Federal contracts, Federal grants, or any child support payments? ☐ Yes ☐ No

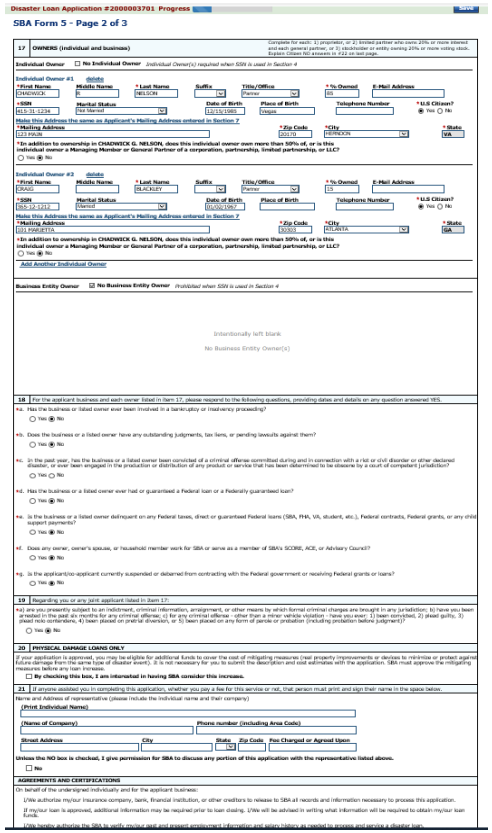
f. Does any owner, owner's spouse, or household member work for SBA or serve as a member of SBA's SCORE, ACE, or Advisory Council? ☐ Yes ☐ No

g. Is the applicant or any listed owner currently suspended or debarred from contracting with the Federal government or receiving Federal grants or loans? ☐ Yes ☐ No

Form 5 – Page 2 cont'd and Page 3

Page 2 of Form 5 allows the business owner to provide information about any Partners or Affiliate Businesses.

Note: If a business is a partnership all members must listed with the % of ownership until the combined entries equal 100%



Disaster Loan Application #2000003701 Progress

SBA Form 5 - Page 2 of 3

17 OWNERS (individual and business)

Complete for each: 1) proprietor, or 2) limited partner who owns 20% or more interest and each general partner, or 3) stockholder of entity owning 20% or more voting stock. Explain Citizen NO answers in F22 on last page.

Individual Owner ☐ No Individual Owner *Individual Owner(s) required when SSN is used in Section 4*

Individual Owner #1 delete

*First Name	Middle Name	* Last Name	Suffix	Title/Office	* % Owned	E-Mail Address
CHADWICK	R	NELSON		Partner	55	

*SSN	Marital Status	Date of Birth	Place of Birth	Telephone Number	*US Citizen?
615-31-1234	Not Married	12/16/1985	Vegas		◉ Yes ○ No

Make this Address the same as Applicant's Mailing Address entered in Section 7

*Mailing Address	*Zip Code	*City	*State
123 Fifth	20170	HERNDON	VA

*In addition to ownership in CHADWICK G. NELSON, does this individual owner own more than 50% of, or is this individual owner a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?

○ Yes ◉ No

Individual Owner #2 delete

*First Name	Middle Name	* Last Name	Suffix	Title/Office	* % Owned	E-Mail Address
EDGAR		BLACKBY		Partner	15	

*SSN	Marital Status	Date of Birth	Place of Birth	Telephone Number	*US Citizen?
555-12-1212	Married	01/02/1967			◉ Yes ○ No

Make this Address the same as Applicant's Mailing Address entered in Section 7

*Mailing Address	*Zip Code	*City	*State
101 PANETTA	30303	ATLANTA	GA

*In addition to ownership in CHADWICK G. NELSON, does this individual owner own more than 50% of, or is this individual owner a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?

○ Yes ◉ No

Add Another Individual Owner

Business Entity Owner ☑ No Business Entity Owner *Prohibited when SSN is used in Section 4*

Intentionally left blank

No Business Entity Owner(s)

18 For the applicant business and each owner listed in Item 17, please respond to the following questions, providing dates and details on any question answered YES.

*a. Has the business or listed owner ever been involved in a bankruptcy or insolvency proceeding?
○ Yes ◉ No

*b. Does the business or a listed owner have any outstanding judgments, tax liens, or pending lawsuits against them?
○ Yes ◉ No

*c. In the past year, has the business or a listed owner been convicted of a criminal offense committed during and in connection with a riot or civil disorder or other declared disaster, or ever been engaged in the production or distribution of any product or service that has been determined to be obscene by a court of competent jurisdiction?
○ Yes ○ No

*d. Has the business or a listed owner ever had or guaranteed a Federal loan or a Federally guaranteed loan?
○ Yes ◉ No

*e. Is the business or a listed owner delinquent on any Federal taxes, direct or guaranteed Federal loans (SBA, FHA, VA, student, etc.), Federal contracts, Federal grants, or any child support payments?
○ Yes ◉ No

*f. Does any owner, owner's spouse, or household member work for SBA or serve as a member of SBA's SCORE, ACE, or Advisory Council?
○ Yes ◉ No

*g. Is the applicant/co-applicant currently suspended or debarred from contracting with the Federal government or receiving Federal grants or loans?
○ Yes ◉ No

19 Regarding you or any joint applicant listed in Item 17:

*a) are you presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction; b) have you been arrested in the past six months for any criminal offense; c) for any criminal offense – other than a minor vehicle violation – have you ever: 1) been convicted, 2) plead guilty, 3) plead nolo contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)?
○ Yes ◉ No

20 PHYSICAL DAMAGE LOANS ONLY

If your application is approved, you may be eligible for additional funds to cover the cost of mitigating measures (real property improvements or devices to minimize or protect against future damage from the same type of disaster event). It is not necessary for you to submit the description and cost estimates with the application. SBA must approve the mitigating measures before any loan increase.

☐ By checking this box, I am interested in having SBA consider this increase.

21 If anyone assisted you in completing this application, whether you pay a fee for this service or not, that person must print and sign their name in the space below.

Name and Address of representative (please include the individual name and their company)

(Print Individual Name)

(Name of Company)	Phone number (including Area Code)

Street Address	City	State	Zip Code	Fee Charged or Agreed Upon

Unless the NO box is checked, I give permission for SBA to discuss any portion of this application with the representative listed above.

☐ No

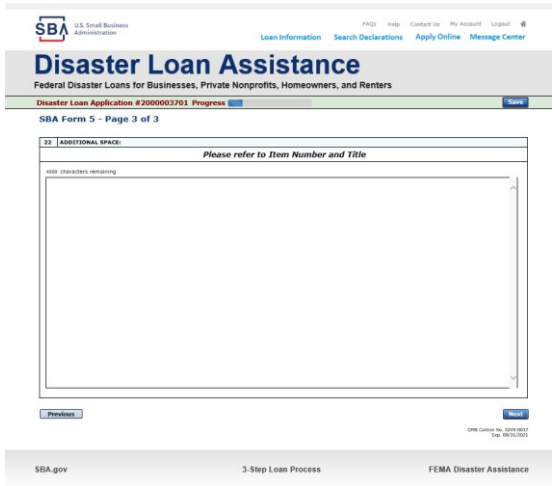
AGREEMENTS AND CERTIFICATIONS

On behalf of the undersigned individually and for the applicant business:

I/We authorize my/our insurance company, bank, financial institution, or other creditors to release to SBA all records and information necessary to process this application.

If my/our loan is approved, additional information may be required prior to loan closing. I/We will be advised in writing what information will be required to obtain my/our loan funds.

I/We hereby authorize the SBA to verify my/our past and present employment information and salary history as needed to process and service a disaster loan.



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Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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SBA Form 5 - Page 3 of 3

22 ADDITIONAL SPACE:

Please refer to Item Number and Title

4000 characters remaining

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OMB Control No. 3245-0017 Exp. 08/31/2021

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Page 3 is used for any relevant comments

Filing Requirements

Personal Financial Statement (SBA Form 413) 20% Owners/GP

TIP-Personal financial information: Bank account balances, retirement account balances, stock information, list and values of automobiles, real estate and other assets. List of amount owed and to whom. (will be needed for Form 413D).
Needed for each owner with more than 20% ownership

This form may be completed ahead of time and uploaded when completing the application. This form should be completed, signed and dated by the applicant, each principal owning 20% or more of the applicant business, and each general partner or managing member.

Filing Requirements

Now that the application is complete, the filing requirements on this page must be submitted / uploaded to complete the process.

Disaster Loan Application #2000003701 Progress

Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the ***Disaster Business Loan Application*** *(SBA Form 5)*.

✔ **Disaster Business Loan Application** — Update

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

CHADWICK R NELSON — Start

CRAIG BLACKLEY — Start

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

CHADWICK G. NELSON — Start

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

CHADWICK G. NELSON — Start

CHADWICK R NELSON — Start

CRAIG BLACKLEY — Start

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON — Start

Read and accept the Truthful Information Certification.

Truthful Information Certification — *Complete preceding section(s) first.*

Submit Application and Supporting Documents.

Submit Application — *Complete preceding section(s) first.*

Personal Financial Statement – Form 413

U.S. SMALL BUSINESS ADMINISTRATION

PERSONAL FINANCIAL STATEMENT
DISASTER PROGRAMS

OMB APPROVAL NO. 3245-0188
EXPIRATION DATE: 03-31-2021

As of _____ , _____

SBA uses the information required by SBA form 413D as one of a number of data sources in analyzing the repayment ability and creditworthiness of an application for an SBA disaster loan. Complete this form for: (I) each proprietor; (2) general partner; (3) managing member of a limited liability company (LLC); (4) each owner of 20% or more of the equity of the Applicant (including the assets of the owner's spouse and any minor children); and (5) any person providing a guaranty on the loan. **Return completed form to: Disaster Processing and Disbursement Center at 14925 Kingsport Road, Fort Worth, TX 76155-2243 or FAX to 1-202-481-1505.**

Name	Business Phone
Residence Address	Residence Phone
City, State, & Zip Code	
Business Name of Applicant/Borrower	

Personal financial statement cont'd

ASSETS	(Omit Cents)	LIABILITIES	(Omit Cents)
Cash on hand & in Banks	$	Accounts Payable	$
Savings Accounts	$	Notes Payable to Banks and Others (Describe in Section 2)	$
IRA or Other Retirement Account (Describe in Section 5)	$	Installment Account (Auto) Mo. Payments $	$
Accounts & Notes Receivable (Describe in Section 5)	$	Installment Account (Other) Mo. Payments $	$
Life Insurance-Cash Surrender Value Only (Complete Section 8)	$	Loan on Life Insurance	$
Stocks and Bonds (Describe in Section 3)	$	Mortgages on Real Estate (Describe in Section 4)	$
Real Estate (Describe in Section 4)	$	Unpaid Taxes (Describe in Section 6)	$
Automobiles - Total Present Value (Describe in Section 5, and include Year/Make/Model)	$	Other Liabilities (Describe in Section 7)	$
Other Personal Property (Describe in Section 5)	$	Total Liabilities	$
Other Assets (Describe in Section 5)	$	Net Worth	$
Total Assets	$	**Total Liabilities and Net Worth**	$

Section 1. Source of Income		**Contingent Liabilities**	
Salary	$	As Endorser or Co-Maker	$
Net Investment Income	$	Legal Claims & Judgments	$
Real Estate Income	$	Provision for Federal Income Tax	$
Other Income (Describe below)*	$	Other Special Debt	$

Description of Other Income in Section 1.

*Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

SBA Form 413D (03-18) **Previous Editions Obsolete** Page 1

Personal Financial Statement

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

CHADWICK R NELSON	Start
CRAIG BLACKLEY	Start

You can use this form to complete your personal financial statement or upload a financial statement you already have by scanning and uploading that document

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress — Save

Personal Income

Please provide the sources of personal income of CHADWICK R NELSON.

If you are unable to enter data for this Personal Financial Statement now, click here to download a paper copy to submit offline.

As of 12/15/2019 (MM/DD/YYYY)

Income amounts should be based on annual whole dollar

Salary	$45,000.00	al Estate Income	$175,000.00
Net Investment Income		her Income [1]	

Description of Other Income (example - Alimony, Child Support, Disability, Pension, Social Security, etc.)

240 characters remaining

1 - Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

Previous — Next

OMB Control No. 3245-0188 Exp. 01/31/2018

SBA.gov — 3-Step Loan Process — FEMA Disaster Assistance

If you indicated you have real estate you must complete this form, supplying additional information

Disaster Loan Application #2000003701 Progress — Save

Personal Real Estate Owned

Please provide the information for real estate owned by CHADWICK R NELSON. List each parcel separately.

- Click "**Add Another**" to enter a new property
- Scroll buttons below the real estate section can be used to move between pages of real estate.
- To remove a property, click the red ✖ next to that property.

Add Another — ☐ I do not own real estate

Real Estate Owned	Property 1 ✖
Type of Property	Investment
Address	125 SIDNEY
City, State, Zip Code	ATLANTA, GA 30303
Date Purchased (MM/YYYY)	12/2018
Original Cost	$145,000.00
Present Market Value [1]	$450,000.00
Name of Mortgage Holder	
Street Address / PO Box	
City, State, Zip Code	
Mortgage Account Number	
Mortgage Balance [2]	
Amount of Payment per Mo/Yr	
Status of Mortgage	

Page 1 of 1

1 - Market Value(s) will be totaled and displayed on the Personal Assets page.
2 - Mortgage Balance(s) will be totaled and displayed on the Personal Debts page.

Previous — Next

Personal Assets/Debits

The applicant and any partner would need to provide information on assets and debits

Disaster Loan Application #2000003701 Progress

Save

Personal Assets

Please provide the personal assets for CHADWICK R NELSON.

- Click **"Add Another"** to enter a new Security *(Stocks and Bonds)*.
- To remove a Security, click the red ✖ next to the Security *(Stocks and Bonds)*.

Stocks and Bonds

Delete	Number of Shares	Name of Securities	Cost	Market Value Quotation/ Exchange	Date of Quotation/ Exchange	Total Value
✖						$0.00

Add Another

Total Value of Stocks & Bonds: $0.00

Total Value for All Stocks and Bonds will display in Assets section below.

Assets

Cash on Hand & in Banks	$35,000.00	Stocks & Bonds *(Total from Stocks and Bonds Section)*	$0.00
Savings Accounts	$45,000.00	Real Estate *(Total from Real Estate Section)*	$450,000.00
IRA or Other Retirement Account	$1,000,564.00	Automobiles - Total Present Value *(Describe below, and include Year/Make/Model)*	
Accounts & Notes Receivable		Other Personal Property *(Describe below)*	
Life Insurance - Cash Surrender Value Only *(Describe below)*		Other Assets *(Describe below)*	

Total Assets $1,530,564.00

Life Insurance Held
(Give face amount and cash surrender value of policies - name of insurance company and beneficiaries.)

240 characters remaining

Other Personal Property and Other Assets
(Describe, and if any is pledged as security, state name and address of lien holder, amount of lien, terms of payment and if delinquent, describe delinquency.)

240 characters remaining

Previous

Next

Disaster Loan Application #2000003701 Progress

Save

Personal Debts

Please provide the personal debts for CHADWICK R NELSON.

- Click **"Add Another"** to enter a new Noteholder.
- To remove Noteholder, click the red ✖ next to the Noteholder.

Notes Payable to Banks & Others

Delete	Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency (monthly, etc.)	How Secured or Endorsed Type of Collateral
✖						

Add Another

Total of Current Balances: $0.00

Current Balances will display in the Debts Section below.

Debts

Accounts Payable	$4,500.00	Loan on Life Insurance	
Notes Payable to Banks & Others *(total of Current Balance from above)*	$0.00	Mortgages on Real Estate *(total from Real Estate Section)*	$0.00
Installment Account (Auto)		Unpaid Taxes *(Describe below)*	
Monthly Payment		Other Liabilities *(Describe below)*	$45,000.00
Installment Account (Other)			
Monthly Payment			

Total Debts $49,500.00

Unpaid Taxes
(Describe in detail, as to type, as to whom payable, when due, amount, and to what property, if any, a tax lien attached.)

240 characters remaining

Other Debts
(Describe in detail.)

240 characters remaining

Contingent Liabilities

As Endorser or Co-Maker		Provision for Federal Income Tax	
Legal Claims & Judgments		Other Special Debt	

Previous

Next

Filing Requirements

Schedule of Liabilities (SBA Form 2202)

TIP-Your schedule of liabilities should match your most recent balance sheet.

Schedule of Liabilities – SBA form 2202

Applicant would click on Schedule of Liabilities and either complete the SBA form or upload the applicant's document

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

CHADWICK G. NELSON Start

U.S. Small Business Administration

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Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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Schedule of Liabilities - (Notes, Mortgages and Accounts Payable)

This form is provided for your convenience in responding to filing requirements in Item 2 on the application, SBA Form 5. You may use your own form if you prefer. The information contained in this schedule is a supplement to your balance sheet and should balance to the liabilities presented on that form.

If you are unable to enter data for the Schedule of Liabilities now, click here to download a paper copy to submit offline.

Name: CHADWICK G. NELSON

Date of Schedule:

☐ **I have NO Debts**

- Click **"Add Another"** to enter a new creditor.
- To remove a creditor, click the red ✖ next to the creditor.

Schedule of Liabilities

Delete	Name of Creditor	Original Amount	Original Date (MM/YYYY)	* Current Balance	Current?	Maturity Date (MM/YYYY)	* Payment Amount	* Month or Year	How Secured
✖					☐				

Add Another

Previous Next

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Date of Schedule _____

SCHEDULE OF LIABILITIES

(Notes, Mortgages and Accounts Payable)

Applicant's Name _____

Name of Creditor	Original amount	Original date	Current balance	Current or Delinquent?	Maturity date	Payment amount (Month-Year)	How secured

_____
Signed

_____
Title

This form is provided for your convenience in responding to filing requirements in Item 2 on the application, SBA Form 5. You may use your own form if you prefer. The information contained in this schedule is a supplement to your balance sheet and should balance to the liabilities presented on that form.

Filing Requirements

Monthly Sales Figures (SBA Form 1368)

IMPORTANT-Company should download and complete this form before starting the application. This is a very important form as it basically establishes the amount of money the company will likely need due economic loss.

TIP-Substantial economic injury generally means a decrease in income from operations or working capital with the result that the business is unable to meet its obligations and pay ordinary and necessary operating expenses in the normal course of business.

Page 1 Monthly Sales Figures

TIP-Fiscal year totals (bottom of each column) should match your Tax Returns
TIP-Be sure to enter monthly sales figures in the correct fiscal year

Page 2 Financial Forecast

TIP-This period of time will be an estimate. The period of time to resume regular operations is yet to be determined. A brief narrative could be helpful. ***Seek assistance if needed.***

PROVIDE THE FOLLOWING INFORMATION IN ADDITION TO THE REQUIREMENTS ON THE "DISASTER BUSINESS LOAN APPLICATION," SBA FORM 5

Monthly Sales Figures

Provide monthly sales figures (you may estimate if actual figures are not available) beginning 3 years prior to the disaster and continuing through the most recent month available.

PLEASE NOTE: Identify any estimates with a small letter "e" after the number.

Month	Fiscal year	Fiscal year	Fiscal year	Current year/ to date
*Totals				

*Please note: the total figures for each year should reconcile to the sales figures on your tax returns for the corresponding fiscal year.

PLEASE SUBMIT ANY ADDITIONAL NARRATIVE OR FINANCIAL INFORMATION YOU FEEL WILL HELP ESTABLISH YOUR ECONOMIC LOSS

It can be helpful to provide a financial forecast to illustrate what the income and expenses for the business will be during the period affected by the disaster until normal operations resume. This is not required.

This optional format is provided for your convenience.

Period covered by this forecast. From To

Net sales (receipts)	
Less cost of goods sold	
Gross profit	
Less expenses Officers salaries	
Employee wages	
Advertising	
Rent	
Utilities	
Interest	
Taxes	
Insurance	
Other expenses	
Total expenses	
Net profit <Loss> before income taxes	

PLEASE SUBMIT ANY ADDITIONAL NARRATIVE OR FINANCIAL INFORMATION YOU FEEL WILL HELP ESTABLISH YOUR ECONOMIC LOSS

Filing Requirements

Tax Authorization (IRS Form 4506-T) 20% Owners/GP/50% Affiliate

TIP-This form can be uploaded once it's printed and signed. Form 4506T must be completed and signed by each applicant, each principal owning 20% or more of the applicant business, each general partner or managing member, and by any owner who has greater than 50% ownership in an affiliate business. Affiliates include, but not limited to, business parents, subsidiaries, and any business with common ownership or management.

Uploaded 4506T

SBA U.S. Small Business Administration

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Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

- You must check the box in the signature area to acknowledge you have the authority to sign and request the inf not be processed and returned to you if the box is unchecked.

Name shown on tax return. If a joint return, the name shown first.
CHADWICK R NELSON

First SSN, individual taxpayer identifica employer identification number
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1	Address Line 2	City	State	Zip Code

Tax Form Number(s)	Year or period requested
1040	2018, 2017, 2016

Signature of taxpayer(s).
I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax informatio applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, r guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have th Form 4506-T on behalf of the taxpayer.

NOTE: For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

* ☑ **Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authori the Form 4506-T.**

Previous

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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Request for Transcript of Tax Return - Download / Upload

- **Download the completed Request for Transcript Of Tax Return for CHADWICK R NELSON**

  The data collection for **your** *Request for Transcript of Tax Return (IRS Form 4506-T)* is complete.
  Click the download button below to save **your** document.

  Download

- **Sign and date the document.**

  Once downloaded and printed, be sure to **sign** and **date** the document.

- **Include the signed document with your application.**

  Scan and attach your signed **Request for Transcript of Tax Return** *(IRS Form 4506-T)*.

  Browse ... File Name Upload

  Attached file must be an unprotected file in PDF format less than 38MB.

OR

If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the document delivery options page.

The signed paper document must be received by the SBA before processing of your application can begin.

☐ **I agree to deliver a copy of the completed document to the SBA.**

Previous Next

The 4506T can be uploaded once the form is printed and signed. You would need to save a copy on your desktop, once saved browse find the document and upload.

You could also opt to deliver offline

Electronically File 4506T

Each Applicant and Partner must submit a 4506T

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

CHADWICK G. NELSON	Start
CHADWICK R NELSON	Start
CRAIG BLACKLEY	Start

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Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

Name shown on tax return. If a joint return, the name shown first.
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1	Address Line 2	City	State	Zip Code

***Title (of taxpayer or person authorized to obtain the tax information requested)**

Tax Form Number(s)

Year or period requested
* 12/31/2018 * 12/31/2017 * 12/31/2016
Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

Signature of taxpayer(s).
I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer.

NOTE: For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

* ☐ **Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.**

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

Name shown on tax return. If a joint return, the name shown first.
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1	Address Line 2	City	State	Zip Code

***Title (of taxpayer or person authorized to obtain the tax information requested)**

Tax Form Number(s)

Year or period requested
* 12/31/2018 * 12/31/2017 * 12/31/2016
Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

Signature of taxpayer(s).
I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer.

NOTE: For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

* ☑ **Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.**

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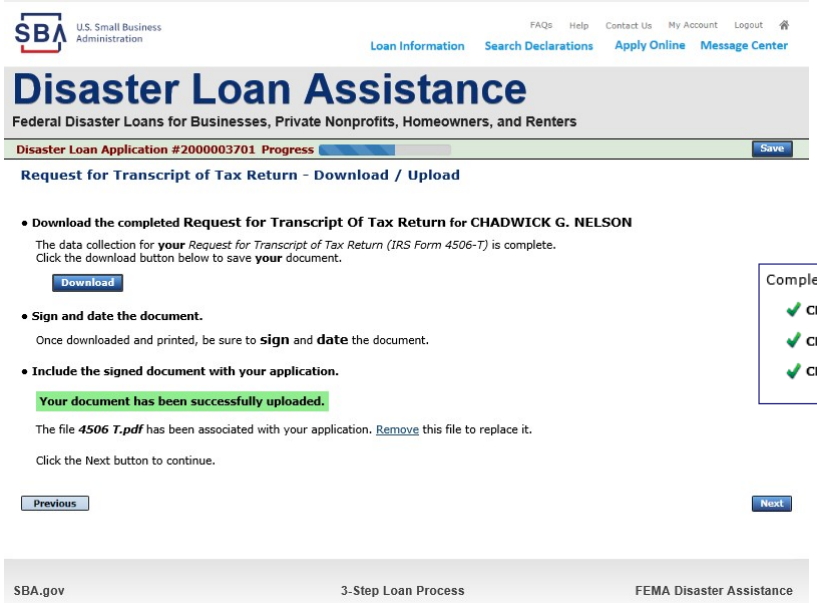
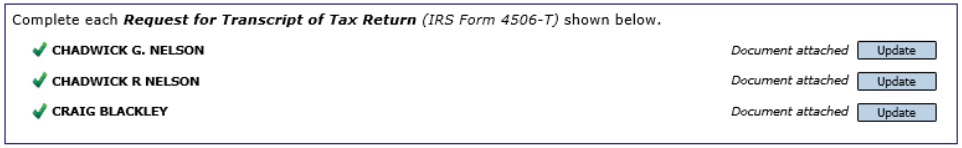
OMB Control No. 1545-1872

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

4506T Uploaded Successful





Once the 4506 T is uploaded you will receive a message back indicating the transmittal was successful. Make sure all fields are complete. All partners must submit this form for their individual and business taxes.

Filing Requirements

Most recent Business Tax Return

TIP-Tax returns must be uploaded with the rest of the application.

Tax Returns

To complete your application you must upload your most recent tax returns.

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON Start

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Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

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Federal Tax Return - Upload

- **Include the document with your application.**

Scan and attach the Federal Tax Return for the Applicant Business.

File Name Browse ... Upload

Attached file must be an unprotected file in PDF format less than 38MB.

OR

If you are unable to attach a completed copy of the document, you may skip this step and submit it offline by other methods outlined in the document delivery options page.

The document must be received by the SBA before processing of your application can begin.

☐ **I agree to deliver a copy of the completed document to the SBA.**

Previous Next

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Taxes would be scanned and saved on the desktop. You would browse your desktop and then upload the tax returns.

Certificate as to Truthful Information

Read and accept the Truthful Information Certification.

Truthful Information Certification Start

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Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

WARNING: Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015

* ☐ **I Certify**

Previous Next

Filing Requirements Complete

You can see that all filing requirements no longer say “start” what shows now is allfiling requirements have been updated and the application is ready to submit

Disaster Loan Application #2000003701 Progress

Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the ***Disaster Business Loan Application*** *(SBA Form 5)*.

✔ **Disaster Business Loan Application** — Update

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

CHADWICK R NELSON — Start

CRAIG BLACKLEY — Start

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

CHADWICK G. NELSON — Start

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

CHADWICK G. NELSON — Start

CHADWICK R NELSON — Start

CRAIG BLACKLEY — Start

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON — Start

Read and accept the Truthful Information Certification.

Truthful Information Certification — *Complete preceding section(s) first.*

Submit Application and Supporting Documents.

Submit Application — *Complete preceding section(s) first.*

Disaster Loan Application #2000003701 Progress

Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the ***Disaster Business Loan Application*** *(SBA Form 5)*.

✔ **Disaster Business Loan Application** — Update

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

✔ **CHADWICK R NELSON** — Update

✔ **CRAIG BLACKLEY** — Update

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

✔ **CHADWICK G. NELSON** — Update

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

✔ **CHADWICK G. NELSON** — *Document attached* Update

✔ **CHADWICK R NELSON** — *Document attached* Update

✔ **CRAIG BLACKLEY** — *Document attached* Update

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

✔ **CHADWICK G. NELSON** — *Document attached* Update

Read and accept the Truthful Information Certification.

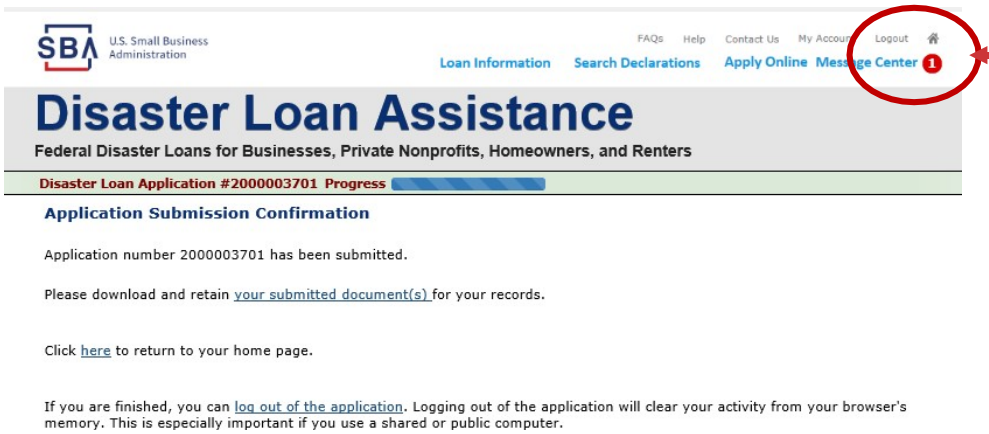
✔ **Truthful Information Certification** — Update

Submit Application and Supporting Documents.

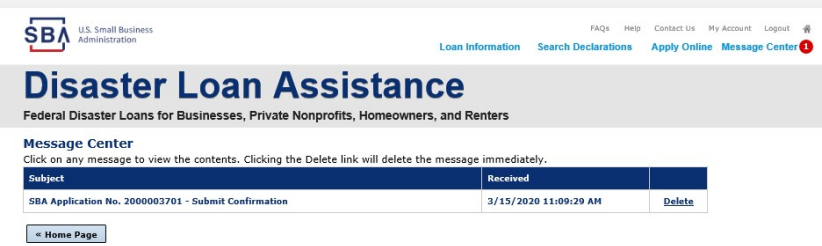
Preview Electronic Loan Application — Preview

Submit Application — Submit

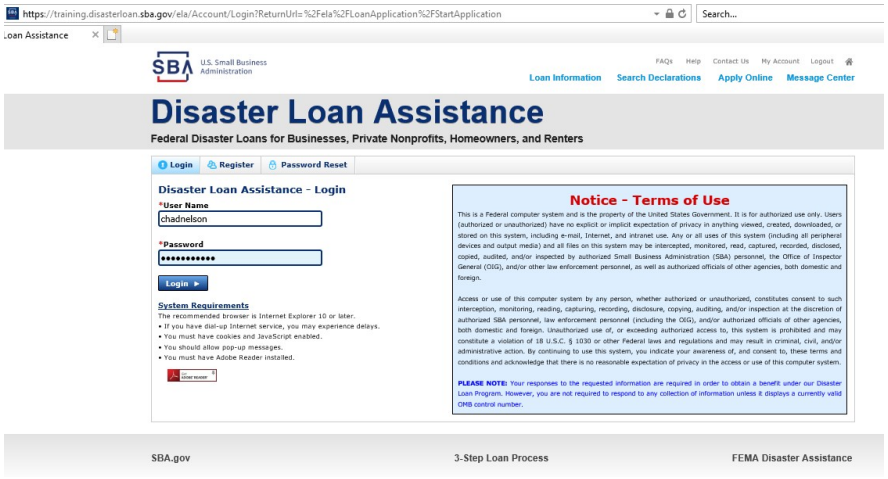
Application Successfully Submitted



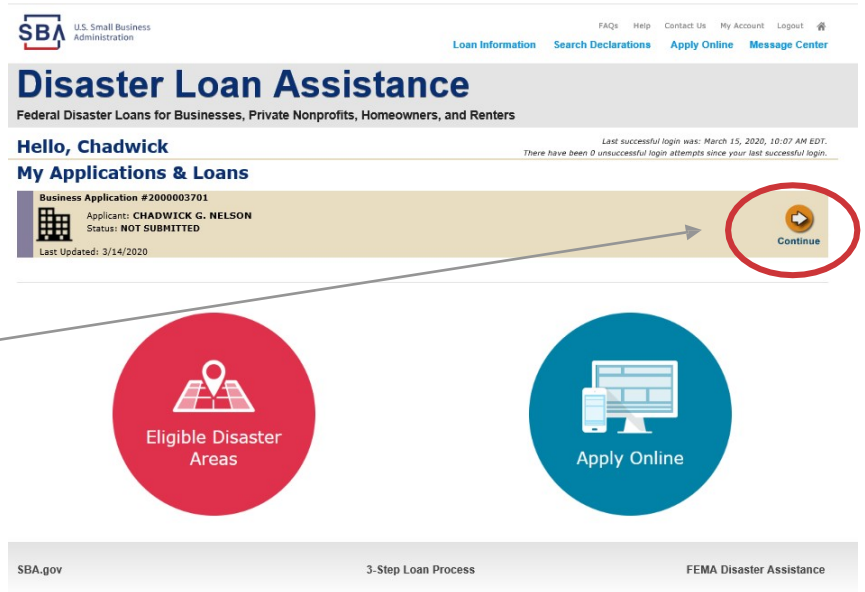
Once the application is successfully submitted you will get this page. In the right-hand corner a message indicator will appear. The message confirms submittal of the application



Returning to Complete Application



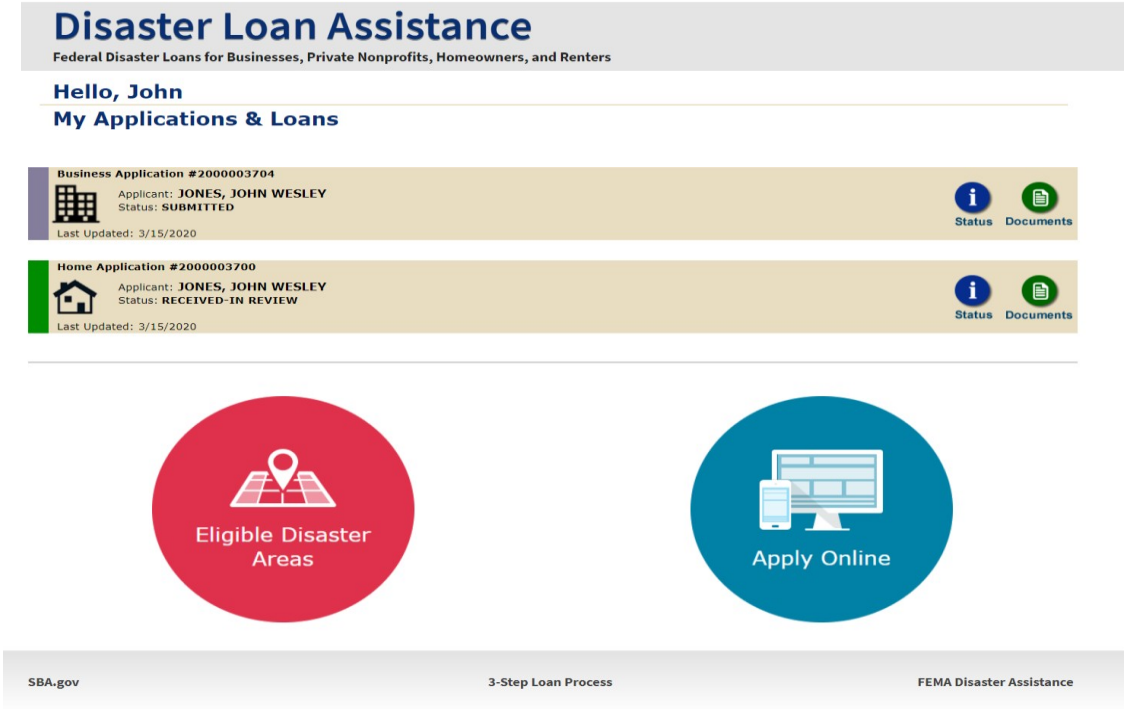
Input your user-name and password to complete a started application, if you only saved but did not complete



Home Page

After competing application you automatically return to the home page.

From here you can check the status of your application by clicking the "Status" icon.



Application Status

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Application Status

Current Application Status: RECEIVED-IN REVIEW

Application Number:	2000003700
Loan Type:	Home
Disaster Name:	VA-00485 - 2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50
Status Change Date:	March 14, 2020
Status Description:	We received your SBA disaster loan application and we are reviewing it to make sure you have submitted the required documents needed to process your loan request. We will contact you if you need to submit additional information in order to complete your loan application.

« Home Page

SBA.gov | 3-Step Loan Process | FEMA Disaster Assistance

Helpful Tips

Collateral may be needed for loans over $25,000. While SBA will take any position, there has to be collateral to secure the loan, preferably real estate for loans over $25,000.

Check with your insurance agent to determine if have business interruption insurance coverage

www.sbtdc.org