



*It's the Simple Things: Diversified, Entrepreneurial,  
and Here to Grow With You*

**Pulaski County  
Economic Development Commission**

112 East Main Street, Room 213

Winamac, Indiana 46996

Phone: 574.946.3869

Facsimile: 574.946.3852

[nporiger@pulaskionline.org](mailto:nporiger@pulaskionline.org)

**Pulaski County  
Revolving Loan Fund  
Application:  
Regular Loan Program**

**INSTRUCTIONS:** Please read the Revolving Loan Fund Description and Guidelines before completing this application. It is important that you fill out all sections of this application completely. Questions regarding this application or the application process should be directed to the executive director of the Pulaski County Department of Community Development. **This application is only for requests of \$20,000.01 or more. You must also complete the Regional Development Company's Loan Application in addition to this application.**

**Company Information**

NAME OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_  
(LEGAL NAME OF FIRM)

PRINCIPAL IN CHARGE: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
(NAME AND POSITION)

EMPLOYER ID #: \_\_\_\_\_ BUSINESS LICENSE #: \_\_\_\_\_

ADDRESS OF APPLICANT: \_\_\_\_\_

**Company Operations Information**

**DESCRIBE THE FOLLOWING ASPECTS OF YOUR BUSINESS. (Use separate sheets if necessary.)**

DESCRIBE SOME OF THE TRENDS AND THE DEVELOPMENT OF YOUR BUSINESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Proposed Project**

LOCATION OF PROJECT (IF DIFFERENT FROM ABOVE): \_\_\_\_\_

BRIEFLY DESCRIBE THE SCOPE OF THE PROPOSED PROJECT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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WHAT EFFECT WILL THE PROPOSED PROJECT HAVE ON THE COMPANY? \_\_\_\_\_

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**FOR PROJECTS INVOLVING REAL ESTATE OWNED OR TO BE OWNED BY THE APPLICANT**

DOES THE PROJECT INVOLVE THE PURCHASE OF LAND AND/OR BUILDING?  YES  NO

DOES THE PROJECT INVOLVE THE CONSTRUCTION OF A NEW BUILDING?  YES  NO

DOES THE PROJECT INVOLVE THE RENOVATION OF OR ADDITION TO A BUILDING?  YES  NO

**FOR PROJECTS INVOLVING LEASEHOLD IMPROVEMENTS**

DOES THE PROJECT INVOLVE THE RENOVATION OF OR ADDITION TO A BUILDING?  YES  NO

*You must provide documentation of your landlord's authorization of improvements, adequate security to protect yourself and Pulaski County in the event of an eviction or other cessation of use of the property, and a copy of your lease.*

**Project Impact and R.L.F. Objectives**

PERMANENT JOBS EXPECTED TO BE CREATED BY THIS PROJECT: \_\_\_\_\_ FULL-TIME; \_\_\_\_\_ PART-TIME

PROJECTED AVERAGE HOURLY STARTING WAGE OF POSITIONS: \_\_\_\_\_ FULL-TIME; \_\_\_\_\_ PART-TIME

PROJECTED NUMBER OF THESE POSITIONS TO BE FILLED BY: \_\_\_\_\_ MINORITIES; \_\_\_\_\_ FEMALES

WILL 51% OF JOBS BE PROVIDED TO LOW- AND/OR MODERATE-INCOME PERSONS?  YES  NO

EXISTING PERMANENT JOBS THIS PROJECT RETAIN: \_\_\_\_\_ FULL-TIME; \_\_\_\_\_ PART-TIME

NUMBER OF THESE POSITIONS TO BE FILLED BY: \_\_\_\_\_ MINORITIES; \_\_\_\_\_ FEMALES

ARE AT LEAST 51% OF THESE JOBS HELD BY LOW- AND/OR MODERATE-INCOME PERSONS?  YES  NO

IS THE PROJECT WITHIN TOWN LIMITS?  YES  NO WHICH TOWN? \_\_\_\_\_

IS THE PROJECT WITHIN THE DOWNTOWN BUSINESS DISTRICT?  YES  NO

HOW IS THE SITE ZONED? \_\_\_\_\_

IS YOUR USE ALLOWED IN THIS ZONING DISTRICT?  YES  NO

IF YOUR USE IS NOT ALLOWED, HAVE YOU BEGUN THE PROCESS OF SEEKING A ZONING CHANGE, SPECIAL EXCEPTION, OR USE VARIANCE?  YES  NO

DO YOU NEED ASSISTANCE DETERMINING ZONING AND ANY REQUIRED APPROVALS?  YES  NO



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**Acknowledgements**

DO YOU UNDERSTAND THAT PULASKI COUNTY WILL NOT BEGIN THE LOAN-REVIEW PROCESS UNTIL YOU HAVE SUBMITTED YOUR \$200 APPLICATION FEE AND THE AMOUNT OWED FOR REVIEW SERVICES PROVIDED BY THE REGIONAL DEVELOPMENT COMPANY?  YES  NO

DO YOU UNDERSTAND THAT PULASKI COUNTY WILL NOT APPROVE YOUR LOAN UNTIL YOU HAVE PAID THE COUNTY'S ATTORNEY FOR ANY FEES FOR THE ATTORNEY'S ROLE IN THE REVIEW PROCESS?  YES  NO

DO YOU UNDERSTAND THAT, ONCE APPROVED, YOUR LOAN WILL NOT BE PAID TO YOU UNTIL YOU HAVE PAID THE PULASKI COUNTY RECORDER'S OFFICE FOR ANY COSTS ASSOCIATED WITH RECORDING LOAN DOCUMENTS *UNLESS YOU AGREE TO HAVE THE AMOUNT DUE WITHHELD FROM YOUR LOAN CHECK?*  YES  NO

DO YOU UNDERSTAND THAT, UNLESS THIS REQUIREMENT IS EXPLICITLY WAIVED, YOU MUST PROVIDE PULASKI COUNTY WITH A BUSINESS PLAN THAT MEETS THE APPROVAL OF THE EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT?  YES  NO

DO YOU UNDERSTAND THAT, IF THE EXECUTIVE DIRECTOR WAIVES THE BUSINESS-PLAN REQUIREMENT, THE PULASKI COUNTY ECONOMIC DEVELOPMENT COMMISSION MAY OVERRULE THIS DETERMINATION AND REQUIRE ONE?  YES  NO

DO YOU UNDERSTAND THAT THE R.L.F. LOAN MAY BE SECURED BY A NOTE AND DEED OF TRUST ON REAL ESTATE A SECURITY AGREEMENT ON EQUIPMENT, OR BOTH, AND THAT PERSONAL GUARANTEES WILL BE REQUIRED?  YES  NO

DO YOU UNDERSTAND THAT WORKING CAPITAL, ROLLING STOCK, LAND BANKING, MERGERS/ACQUISITIONS, AND INVENTORY ARE INELIGIBLE USES OF R.L.F. PROCEEDS?  YES  NO

DO YOU UNDERSTAND THAT R.L.F. LOANS FOR RE-FINANCING EXISTING DEBT ARE PERMITTED ON A CASE-BY-CASE BASIS AND STRICTLY LIMITED, AND THAT YOU MAY BE DENIED FINANCING FROM THE R.L.F. EVEN IF YOUR PROJECT MIGHT OTHERWISE QUALIFY FOR R.L.F. FUNDING OR PREVIOUSLY DID RECEIVED R.L.F. FUNDING?  YES  NO  N/A

DO YOU UNDERSTAND THAT YOUR APPLICATION FEE IS NON-REFUNDABLE AND WILL NOT BE RETURNED IF YOUR REQUEST IS NOT APPROVED OR APPROVED AT A LESSER AMOUNT?  YES  NO

DO YOU UNDERSTAND THAT, IF YOU ARE ACQUIRING OR CONSTRUCTING REAL ESTATE AS PART OF THE R.L.F.-FINANCED PROJECT, REGARDLESS OF THE AMOUNT RECEIVED FROM PULASKI COUNTY, YOUR BUSINESS MUST OCCUPY AT LEAST EITHER 51% (ACQUISITION) OR 60% (CONSTRUCTION) OF THE FLOOR SPACE UNLESS THE COUNTY WAIVES THIS REQUIREMENT?  YES  NO  N/A

DO YOU UNDERSTAND THAT THE AFOREMENTIONED WAIVER REGARDING OCCUPANCY MAY BE REVOKED AT PULASKI COUNTY'S DISCRETION, IN WHICH CASE THE LOAN MAY BE CALLED EARLY, IF THE PASSIVE-INCOME SOURCE IS LOST?  YES  NO  N/A



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**Certification and Commitments**

AS \_\_\_\_\_ OF \_\_\_\_\_,  
(TITLE) (COMPANY)

I CERTIFY THAT THE INFORMATION PROVIDED IN THIS APPLICATION AND IN DOCUMENTS AND EXHIBITS PROVIDED IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I FURTHER COMMIT TO THE FOLLOWING ACTIONS, AS DESCRIBED MORE FULLY IN THE PROJECT APPLICATION:

- A) UNDERTAKE THE PROJECT AS DESCRIBED IN THE APPLICATION AND EXHIBITS PROVIDED;
- B) CREATE A MINIMUM OF \_\_\_\_\_ JOBS AND OBTAIN THE LEVEL OF JOBS INDICATED ABOVE BY \_\_\_\_\_;  
(DATE)
- C) RETAIN A MINIMUM OF \_\_\_\_\_ JOBS;
- D) PROVIDE PULASKI COUNTY WITH NECESSARY INFORMATION FOR COMPLETING REQUIRED REPORTS AND GRANT PULASKI COUNTY THE AUTHORIZATION TO CHECK REFERENCES AS NEEDED;
- E) MAKE ALL RELEVANT RECORDS AVAILABLE TO PULASKI COUNTY UPON REQUEST;
- F) BEGIN PROJECT ACTIVITIES ONLY FOLLOWING EXECUTION OF A LEGALLY BINDING COMMITMENT BETWEEN PULASKI COUNTY AND THE APPLICANT AND THE RELEASE OF OTHER CONDITIONS, IF ANY, PLACED ON THE LOAN BY PULASKI COUNTY;
- G) COMPLETE PROJECT ACTIVITIES BY NO LATER THAN \_\_\_\_\_;
- H) SECURE AND OBTAIN ADDITIONAL LOAN FUNDS IN THE AMOUNT OF \$ \_\_\_\_\_ AS DESCRIBED IN THIS APPLICATION; AND
- I) PROVIDE \$ \_\_\_\_\_ IN EQUITY FROM THE APPLICANT'S OWN RESOURCES FOR THE PROJECT AND COVER ANY COST OVERRUNS IN THE PROJECT FROM APPLICANT'S OWN RESOURCES.

MY FIRM IS COMMITTED TO UNDERTAKE THIS PROJECT, AND, BUT FOR THE PROVISION OF THE R.L.F. LOAN, THIS PROJECT WILL NOT BE UNDERTAKEN.

**PARTNERSHIP/SOLE PROPRIETORSHIP**

**CORPORATION**

NAME: \_\_\_\_\_

LEGAL NAME: \_\_\_\_\_

SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_  
President

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Secretary

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

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(SEAL)

**Ownership Assent**

AS MANY OWNERS AS REQUIRED TO REPRESENT CONTROL OF AT LEAST 50.1% OF THE COMPANY  
MUST SIGN THIS APPLICATION..

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Print Name & Title	Signature	% owned
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Print Name & Title	Signature	% owned
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Print Name & Title	Signature	% owned
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Print Name & Title	Signature	% owned
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Print Name & Title	Signature	% owned
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