

CREATIVE INDUSTRIES LOAN PILOT APPLICATION

SECTION 1

Applicant Name		Date		
Applicant's Home Address	City	State	Zip	County
Applicant's Personal Email Address		Personal Phone #		
Name of Business (Include Trade and Legal Names, if Applicable)		Tax ID Number		
Type of Business or Industry	Business Email Address	Business Phone #	Web Address	
Current Business Address	City	State	Zip	County
<i>IF CURRENT BUSINESS IF LOCATED OUTSIDE THE CITY OF ATLANTA, PROVIDE NEW BUSINESS LOCATION HERE</i>				
List Subsidiaries/Affiliates		# Employees (including Subsidiaries/Affiliates)		
Bank of Business		Bank Phone #		
Bank Address	City	State	Zip	

SECTION 2

USE OF PROCEEDS	LOAN REQUEST (Enter Gross Dollar Amount Rounded to Nearest Hundreds)	INVEST ATLANTA USE ONLY	
Production		Council District	
Post Production		Film	
Marketing/ Distribution		Music	
Touring		Digital Entertainment	
Festival/ Concert			
Prototype Development			
Product Development		Interest Rate	
Sales and Attraction		Years	
TOTAL LOAN REQUESTED		Monthly Pmt.	
		Annual Pmt.	

SECTION 3

PREVIOUS IA OR OTHER GOVERNMENT FINANCING: If you, any principles, or affiliates have ever requested Government Financing, complete the following:

Name of Agency	Original Amount of Loan or Grant	Date of Request	Approved or Declined	Balance (if applicable)	Current? Yes or No

SECTION 4

Furnish the following information on all existing installment debt, contracts, notes, and mortgages payable.

Payable to Whom	Original Amount	Original Date	Present Balance	Rate of Interest	Maturity Date	Monthly Payment	Security	Current? Yes or No
Total		—		—	—			—

SECTION 5

MANAGEMENT: Please provide the following information for proprietors, partners, officers, directors, and all holders of outstanding stock. **100% of ownership must be shown. Use separate sheets if necessary. Application must be signed by all parties owning 20% or more of the company.**

Name #1

Title/Function

Address

City

State

Zip

Personal Email Address

Personal Phone #

% Ownership

Signature

Date

Name #2

Title/Function

Address

City

State

Zip

Personal Email Address

Personal Phone #

% Ownership

Signature

Date

Legal Structure (check one)

☐ C Corporation

☐ S Corporation

☐ Nonprofit Corporation

Are you thinking about changing your legal structure?

☐ Legal Partnership

☐ Sole Proprietorship

☐ Limited Liability Corporation

☐ Yes

☐ No

APPLICATION CHECKLIST

Mandatory information:

- ☐ 1. Creative Industries Loan application Form
- ☐ 2. Management resumes: provide complete resumes of all significant principals, partners, and/or owners
- ☐ 3. List of persons associated with the project, including role and resume/bio
- ☐ 4. Legal documentation establishing your business: Articles of Incorporation, Partnership Agreement, Copyright documents, etc.
- ☐ 5. Supporting documents for project Sources and Uses
- ☐ 6. Detailed business plan
- ☐ 7. Project summary
- ☐ 8. Project Budget
- ☐ 9. Marketing Plan
- ☐ 10. Distribution Plan
- ☐ 11. Two –Year Financial Projections (with narrative of how projection numbers were derived)
- ☐ 13. Production schedule
- ☐ 14. Personal Financial Statement
- ☐ 15. Credit Report
- ☐ 16. Financial Statements (Three most recent tax returns)
- ☐ 17. Debt schedules for all outstanding business and personal debt
- ☐ 18. Creative Industries Loan Submission Release

Mandatory Information As Applicable

- ☐ 1. Scene excerpt
- ☐ 2. Music samples
- ☐ 3. Prototype summary/ blueprint
- ☐ 5. Business Statements

* Failure to produce all required documents will result in an incomplete application.

By my signature below, I certify the information provided on and in connection with this Application is true, accurate and complete. I also understand that any false statements or deliberate omissions on this document or any other document I submit to Invest Atlanta may be grounds for rejections and disqualification from the Creative Industries Loan Fund Program, or, if discovered after acceptance into the Program, grounds for removal from the Program.

Print Name_____

Date:_____

Signature_____

ALL INFORMATION SHOULD BE LABELED AND SUBMITTED TO:

ATTN: Sheoyki Jones

Invest Atlanta, Atlanta's Development Authority

133 Peachtree Street, Suite 2900

Atlanta, GA 30303

Telephone: (404) 880-4100 Fax: (470) 498 - 4100

CREATIVE INDUSTRIES LOAN FUND SUBMISSION RELEASE

I, _____, the undersigned, am submitting Materials as part of my participation in the Creative Industries Loan Fund Program offered by Invest Atlanta pursuant to the following terms and conditions:

1. I understand and agree that my submission of any Materials (hereinafter defined as documents, data, information and concepts provided in any format) to Invest Atlanta to support the development of one or more creative works and/or businesses involving creative works is based upon my representation that I have full authority as the sole Owner of the right, title and interest in and to the Materials. I represent that I have the authority to make this submission; that the Materials do not infringe upon a third party's copyright, trademark or patent; that the Materials do not violate anyone's right of privacy nor is it defamatory.
2. I understand and agree that the Materials submitted will be distributed to individuals who may be members of the Creative Industries Advisory Board or otherwise involved in reviewing submissions. I understand and agree that many of such individuals are in similar industries and businesses and may be working on, or in the future may work on, similar projects. Nothing that I submit will be deemed to constitute a trade secret or otherwise be considered confidential. What I submit may be protected to some extent by trademark, copyright or patent law, but it may be that nothing is so protected. I understand and agree that I will have no rights by implication or based on an oral agreement.
3. I represent that I have registered or applied to register, all copyrights, trademarks and patents that I wish to protect or acted otherwise at the advice of my own counsel.
4. I understand and agree that no fiduciary or confidential relationship now exists or will ever exist between myself, Invest Atlanta, its employees, agents, or officials, or the Creative Industries Advisory Board by reason of this Release or the submission of Materials to Invest Atlanta. No express or implied agreements will exist between myself, Invest Atlanta, its employees, agents, or officials, or the Creative Industries Advisory Board as a consequence of this submission or conversations in reference thereto.

5. I further agree to indemnify and hold Invest Atlanta, its employees, agents, and officials, and the Creative Industries Advisory Board, harmless from any and all losses, including but not limited to, attorneys' fees arising from claims made against Invest Atlanta, its employees, agents, or officials, or the Creative Industries Advisory Board, based on the use or disclosure of any of the Materials on grounds that are inconsistent with the terms of this Release.

6. This Release shall be governed by the laws of the State of Georgia.

7. I hereby state that I have read and understand this agreement and that no oral representations of any kind have been made to me and that this agreement states the entire understanding with reference to the subject matter hereof. Any modification, alteration or waiver of any of the provisions of this agreement must be in writing and signed by the individual submitting Materials to Invest Atlanta as well as an authorized representative of Invest Atlanta.

Print: _____
Name of Individual Submitting Materials

Signature: _____

Date: _____

Print: _____
Invest Atlanta Representative

Signature: _____

Date: _____

ESTIMATED PROJECTION AND FORECAST OF TWO YEAR'S EARNINGS

Applicant's Name _____

	<u>1st Year Projections</u>		<u>2nd Year Projections</u>	
	<u>Dollar Estimates</u>	<u>% of Gross</u>	<u>Dollar Estimates</u>	<u>% of Gross</u>
	<u>(See Note Below)</u>	<u>Receipts</u>	<u>(See Note Below)</u>	<u>Receipts</u>
Gross Receipts	\$ _____	100%	\$ _____	100%
Merchandise Cost	\$ _____	_____	\$ _____	_____
GROSS PROFIT	\$ _____	_____	\$ _____	_____
EXPENSES:				
Officer's Salaries (Only if Corp.)	\$ _____	_____	\$ _____	_____
Employee's Wages	\$ _____	_____	\$ _____	_____
Accounting & Legal Fees	\$ _____	_____	\$ _____	_____
Advertising	\$ _____	_____	\$ _____	_____
Rent	\$ _____	_____	\$ _____	_____
Depreciation	\$ _____	_____	\$ _____	_____
Supplies	\$ _____	_____	\$ _____	_____
Electricity	\$ _____	_____	\$ _____	_____
Telephone	\$ _____	_____	\$ _____	_____
Interest	\$ _____	_____	\$ _____	_____
Repairs	\$ _____	_____	\$ _____	_____
Taxes	\$ _____	_____	\$ _____	_____
Insurance	\$ _____	_____	\$ _____	_____
Bad Debts	\$ _____	_____	\$ _____	_____
Miscellaneous (i.e., postage, etc.) (If misc. expense is large, please itemize)	\$ _____	_____	\$ _____	_____
Other (Explain) _____	\$ _____	_____	\$ _____	_____
_____	\$ _____	_____	\$ _____	_____
Total Expenses	\$ _____	_____	\$ _____	_____
Net Profit Before Taxes	\$ _____	_____	\$ _____	_____
Less: Income Taxes	\$ _____	_____	\$ _____	_____
Net Profit After Taxes	\$ _____	_____	\$ _____	_____
Less: Withdrawals (Only if Proprietorship or Partnership)	\$ _____	_____	\$ _____	_____
Net Profit Remaining for Payments on Loan	\$ _____	_____	\$ _____	_____

NOTE: Attach narrative explaining basis for figures showing receipts, expenses and profits.

I certify the foregoing data fairly represents the potential annual earnings to the best of my knowledge.

Signature _____

Title _____

Date _____



U.S. SMALL BUSINESS ADMINISTRATION

OMB APPROVAL NO. 3245-0188
EXPIRATION DATE:3/31/2008

PERSONAL FINANCIAL STATEMENT

As of _____, _____

Complete this form for: (1) each proprietor, or (2) each limited partner who owns 20% or more interest and each general partner, or (3) each stockholder owning 20% or more of voting stock, or (4) any person or entity providing a guaranty on the loan.

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

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

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.

Section 2. Notes Payable to Banks and Others. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

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

Section 3. Stocks and Bonds. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed).					
Number of Shares	Name of Securities	Cost	Market Value Quotation/Exchange	Date of Quotation/Exchange	Total Value

Section 4. Real Estate Owned. (List each parcel separately. Use attachment if necessary. Each attachment must be identified as a part of this statement and signed.)			
	Property A	Property B	Property C
Type of Property			
Address			
Date Purchased			
Original Cost			
Present Market Value			
Name & Address of Mortgage Holder			
Mortgage Account Number			
Mortgage Balance			
Amount of Payment per Month/Year			
Status of Mortgage			

Section 5. 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)

Section 6. Unpaid Taxes.	(Describe in detail, as to type, to whom payable, when due, amount, and to what property, if any, a tax lien attaches.)

Section 7. Other Liabilities.	(Describe in detail.)

Section 8. Life Insurance Held.	(Give face amount and cash surrender value of policies - name of insurance company and beneficiaries)

I authorize SBA/Lender to make inquiries as necessary to verify the accuracy of the statements made and to determine my creditworthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of either obtaining a loan or guaranteeing a loan. I understand FALSE statements may result in forfeiture of benefits and possible prosecution by the U.S. Attorney General (Reference 18 U.S.C. 1001).

Signature:	Date:	Social Security Number:
Signature:	Date:	Social Security Number:

PLEASE NOTE: The estimated average burden hours for the completion of this form is 1.5 hours per response. If you have questions or comments concerning this estimate or any other aspect of this information, please contact Chief, Administrative Branch, U.S. Small Business Administration, Washington, D.C. 20416, and Clearance Officer, Paper Reduction Project (3245-0188), Office of Management and Budget, Washington, D.C. 20503. PLEASE DO NOT SEND FORMS TO OMB.