



MICRO LOAN APPLICATION PACKAGE

Thank you for considering the Beaufort County Black Chamber of Commerce for your small business loan. To assist us in processing your request in an efficient manner, we ask that you please submit a complete application package. If you require assistance in completing this application or related materials, please contact us at (843) 986-1102, X3.

Please submit your completed package to ljenkins@bcbcc.org or bwest@bcbcc.org. If you are unable to submit your application by e-mail, you may send it to: Beaufort County Black Chamber of Commerce, ATT: Linda Jenkins or Brittany West, 711 Bladen Street, Beaufort, SC 29902.

NOTE: If you submit the application by e-mail, you must still print, sign, and mail the Ownership of Business and application to our office at the above-mentioned address.

LOAN APPLICATION GUIDELINES

A completed application includes: the application, business plan, and/or summary of operations and expansion plan. A business plan is required for businesses with less than three (3) years of operations and financials. A summary of operations and expansion plan is required for businesses with three (3) years of operations with positive cash flow.

LOAN PROCESS

Submit completed application along with all supporting documents.

- Business Plan or Business expansion Plan
- Last 2 years of signed personal tax returns, with all schedules (W-2, 1099, etc.)
- Last 2 years of signed business tax returns, with schedules
- Interim business financial statements (less than 90 days old)
- Personal Resume
- Copy of Driver's License
- Certificate of Insurance
- Lease Agreement
- Details use of loan proceeds
- OBA, AOI, Partnership, LLC, EIN, operating agreements, and Bylaws
- Description of present or pending lawsuit(s) or bankruptcy
- Two most recent bank statements for all accounts
- A credit score report
- Any Partnership Agreement



Business Contact Info

Credit Application for Business Account

Company Name *

Name *

First Name

Last Name

Office Number *

Area Code Phone Number

Mobile Number *

Area Code Phone Number

E-mail *

example@example.com

Business Website URL: *

Date Business Established: *

Company Shipping Address *

Street Address

Street Address Line 2

City

State /Province

Postal / Zip Code

Federal ID Number *

Company Type *

- Sole Proprietorship
- Partnership
- Corporation
- Limited Liability Corporation (LLC)
- Subchapter S Corporation
- Other

Business and Credit Info

Business Reference: Company Name *

Type of Account *

Phone Number *

Area Code Phone Number

Company Reference Billing E-mail *

example@example.com

Company Reference Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Bank Name *

Bank Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Bank Phone Number *

Area Code Phone Number

Savings Account #

Checking Account #

Other Account #

Loan Application Section

Loan Amount Requested: *

Please select which funding you are applying for: *

Loan - amount from \$5000 - \$35,000

Brief Description of Goods and/or Services Provided by the Business: *

Please provide your NAICS code: *

Loan/Grant Purpose - please select one (1): *

- Working Capital
- Machinery & Equipment Purpose
- Leasehold Improvement (office/retail space renovations)
-

Current Number of Employees: *

How will you use the grant/loan to expand your business? *

Are you currently a member of a BCBCC chamber? *

- Yes
- No
- If yes, please provide the name of the chamber
-

Please provide your NAICS code: *

Beaufort County Black Chamber of Commerce

Business Ethnicity/Race Classification: *

Black/African-American

Asian-American/Pacific Islander

Hispanic/Latino

Native American/Alaskan Native

White

Please indicate if your business is certified: *

DBE

DOT

Women-owned

Service-disabled

8(a)

None

Is the business bonded? *

Yes

No

Agreement

(By checking these boxes, you are agreeing to our terms - should you have any questions please contact us)

Agreement and Terms *

By submitting this credit application, you authorize us to make inquiries into your personal credit and the banking and business references that you provided.

Digital Signature Name *

First Name Last Name

Digital Signature Date *



Month Day Year

Digital Signature Name 2

First Name Last Name

Digital Signature Date 2



Month Day Year

Submit