



*SUMMIT COUNTY*  
**PORT AUTHORITY**

INVESTING IN SUMMIT COUNTY & NORTHEAST OHIO

**PROJECT APPLICATION**

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**I. APPLICANT COMPANY/USER**

Company or Project Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Federal Tax Identification Number \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Telephone (office) \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Web site \_\_\_\_\_

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**II. PRINCIPAL OFFICERS/OWNERS ONLY IF COMPANY IS PRIVATELY HELD (10% OWNERSHIP OR MORE)**

1.) Name and Title \_\_\_\_\_

Percent of Ownership \_\_\_\_\_ Social Security # \_\_\_\_\_ Ever filed for bankruptcy? \_\_\_\_\_

2.) Name and Title \_\_\_\_\_

Percent of Ownership \_\_\_\_\_ Social Security # \_\_\_\_\_ Ever filed for bankruptcy? \_\_\_\_\_

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**III. INFORMATION ON EXISTING BUSINESS**

Type of Business \_\_\_\_\_

Principal Product/Service \_\_\_\_\_

Date Established \_\_\_\_\_ Number of Employees \_\_\_\_\_

**Bank References – (List banks in which business has existing accounts.)**

1.) Bank Name \_\_\_\_\_

Contact \_\_\_\_\_ Phone Number \_\_\_\_\_

2.) Bank Name \_\_\_\_\_

Contact \_\_\_\_\_ Phone Number \_\_\_\_\_

3.) Bank Name \_\_\_\_\_

Contact \_\_\_\_\_ Phone Number \_\_\_\_\_

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#### IV. DESCRIPTION OF PROPOSED PROJECT

Location \_\_\_\_\_

Address \_\_\_\_\_

City/Village/Township \_\_\_\_\_ County \_\_\_\_\_

If relocation, please indicate from where \_\_\_\_\_

Will new jobs be created? \_\_\_\_\_ If yes, how many over a three-year period? \_\_\_\_\_

How many employees do you have at this location? \_\_\_\_\_ How many in the State of Ohio? \_\_\_\_\_

Project Description (attach additional pages if necessary) \_\_\_\_\_

Projected Project Start Date: \_\_\_\_\_ Projected Completion Date: \_\_\_\_\_

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#### V. PROJECT BUDGET

##### **Project Costs**

Land ..... \$ \_\_\_\_\_

Building ..... \$ \_\_\_\_\_

Machinery/Equipment ..... \$ \_\_\_\_\_

Other (if applicable) ..... \$ \_\_\_\_\_

\_\_\_\_\_ ..... \$ \_\_\_\_\_

\_\_\_\_\_ ..... \$ \_\_\_\_\_

\_\_\_\_\_ ..... \$ \_\_\_\_\_

Total Project Costs ..... \$ \_\_\_\_\_

##### **Project Funding**

Owner Equity (min. 10% of project)..... \$ \_\_\_\_\_

Port Authority Funding (desired) ..... \$ \_\_\_\_\_

Other (if applicable)..... \$ \_\_\_\_\_

\_\_\_\_\_ ..... \$ \_\_\_\_\_

\_\_\_\_\_ ..... \$ \_\_\_\_\_

\_\_\_\_\_ ..... \$ \_\_\_\_\_

Total Project Funding..... \$ \_\_\_\_\_

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## VI. DOCUMENTATION

**For a *BOND FUND* transaction, the following information must be submitted with your Project Application to receive consideration:**

- Three (3) years of historical, Financial Statements (balance sheet, P & L)
- Most current Interim Financial Statements (not more than 90 days old)
- Brief history of existing business
- Any other information that you feel will assist in the review of your project

**For a *CONDUIT FINANCING* Project, the following information must be submitted with your Project Application to receive consideration:**

- Names of bank/underwriter
- Name of bond counsel
- Any other information that you feel will assist in the review of your project

***Additional information will be required during due diligence process.***

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## VII. PREVAILING WAGE

Any construction within the project will be subject to the State of Ohio's Prevailing Wage Rate.

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## VIII. EQUAL OPPORTUNITY

All programs of the Summit County Port Authority are offered on a nondiscriminatory basis, without regard to race, color, national origin, religion, sex, age or handicap.

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## IX. APPLICATION FEE SCHEDULE

All application fees are payable upon submission of application and are non-refundable. Please contact SCPA staff to determine application fee. Additional fees apply upon issuance/closing of the bonds.

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## X. SUBMISSION ACKNOWLEDGMENT

As an authorized agent of the Applicant Company, I hereby submit this Project Application. I understand that any false statement in this record may subject the Applicant Company and signer to criminal prosecution. I understand that additional information will be required. I also understand that this document in no way constitutes a commitment of funds by the Summit County Port Authority and any of its loan programs.

The undersigned consents to the Summit County Port Authority obtaining a credit report for the purpose of evaluating the background and creditworthiness of the principal officer/owner and/or authorized agent in connection with the Project Application.

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Signature

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Printed name, Title

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Date