SBA Simplified
Your SBA Specialists

SBA One Demo
March 22, 2016

For audio portion, please call 1-877-369-5243 or 1-617-668-3633 and enter the access code of 0854542#

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SBA One Demo
March 22, 2016

Presenters: Coralie Myers, Lisa Lerner, and Pat Johnson

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Acknowledgement

We would like to thank Lisa Lerner, Pat Johnson and Coralie Myers for their time and providing information regarding their experience in lending and working on SBA loans from their perspective.

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Points to Remember About SBA One

- A Work in Progress
- Give Feedback @ SBA.One@bnymellon.com
- Populates SBA forms
- Replaces Authorization Wizard
- Lenders ultimately responsible

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About This Demo

- General overview of one sample loan.
- Input in advance to provide handouts & screenshots
- Different loans have different screens, depending on variables.

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Demo Loan Details

Skinny Jeans, Inc. (Sub-S) dba Curvy Girls

- **Project:** Start up Fitness Studio at 1350 Sherman Ave., Coeur d'Alene, ID, targeted to, but not exclusive to women.
- **Owner/Guarantor:** Tammy S. Jeans, a single woman
- **Loan terms:** $150,000, 7yr. Term, Initial Rate 6%, adjusted monthly @ 2.50% over WSJ Prime. Guaranty Fee: 0%.
- **Use of Proceeds:** $100,000 to purchase machinery & equipment, $10,000 to purchase furniture, & $40,000 working capital
- **Equity injection:** $50,000 for leasehold improvements
- **Collateral:** 1st Security Interest in chattels, (no fixtures or auto). Landlord lien waiver & Lease for term of loan required
- **Conditions**: Life Insurance $150,000, Hazard Insurance

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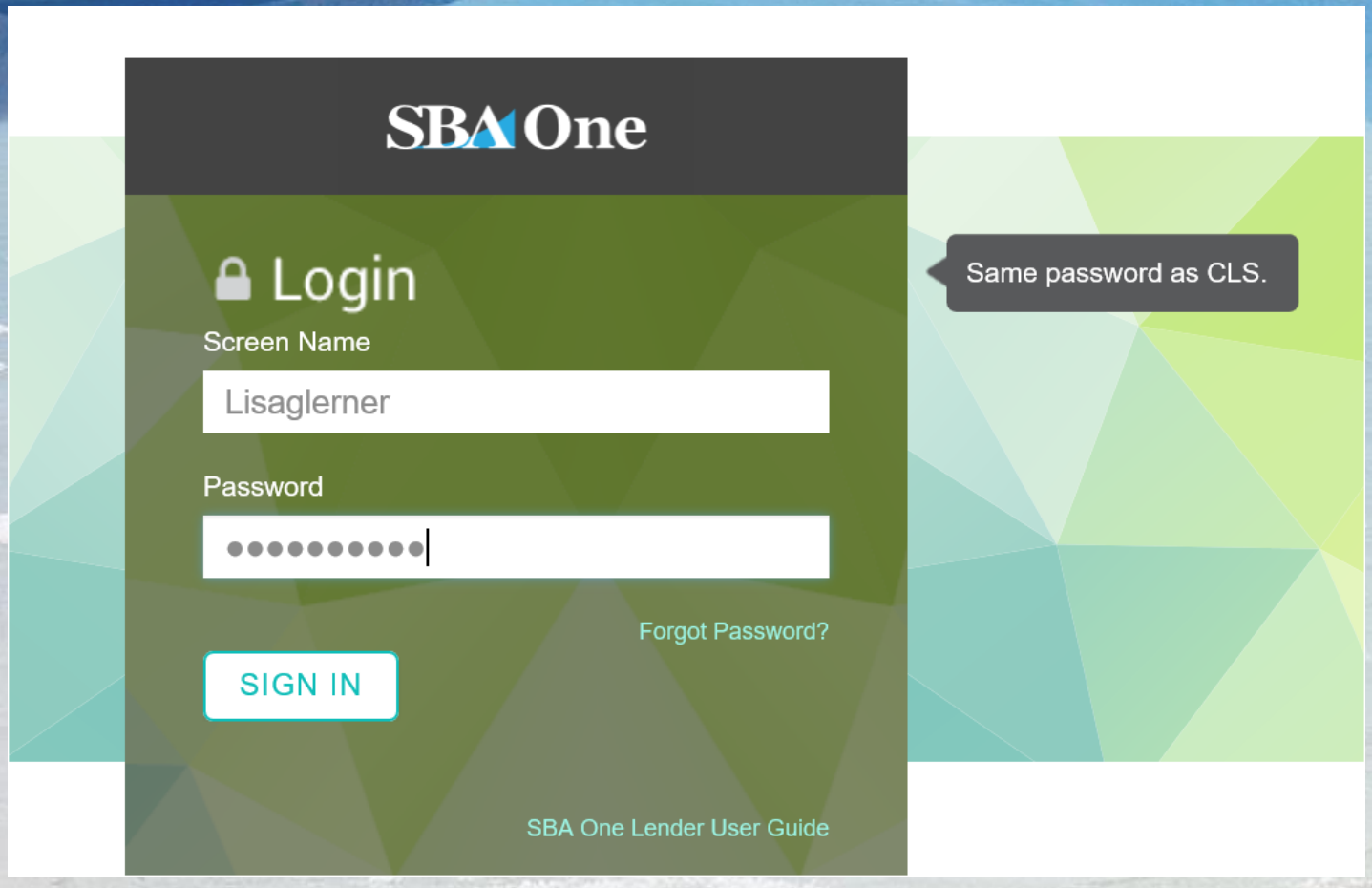
Log in to SBA One



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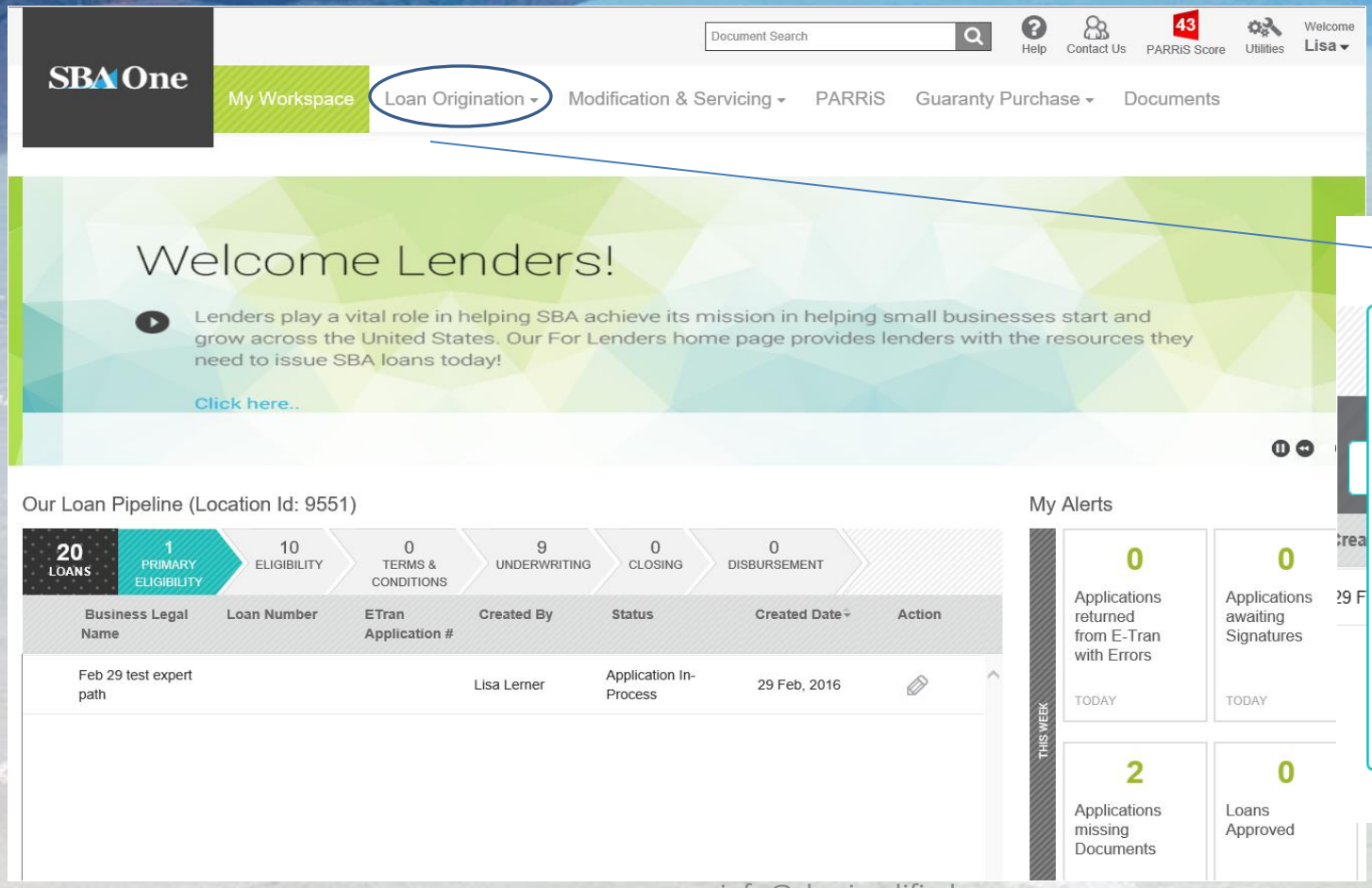
Create a New Loan



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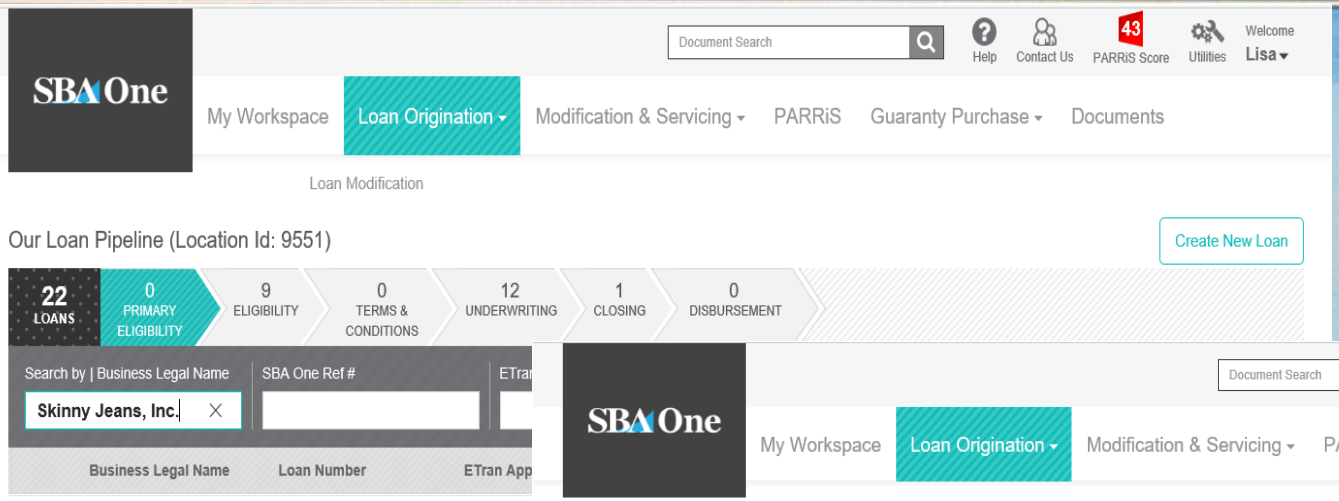
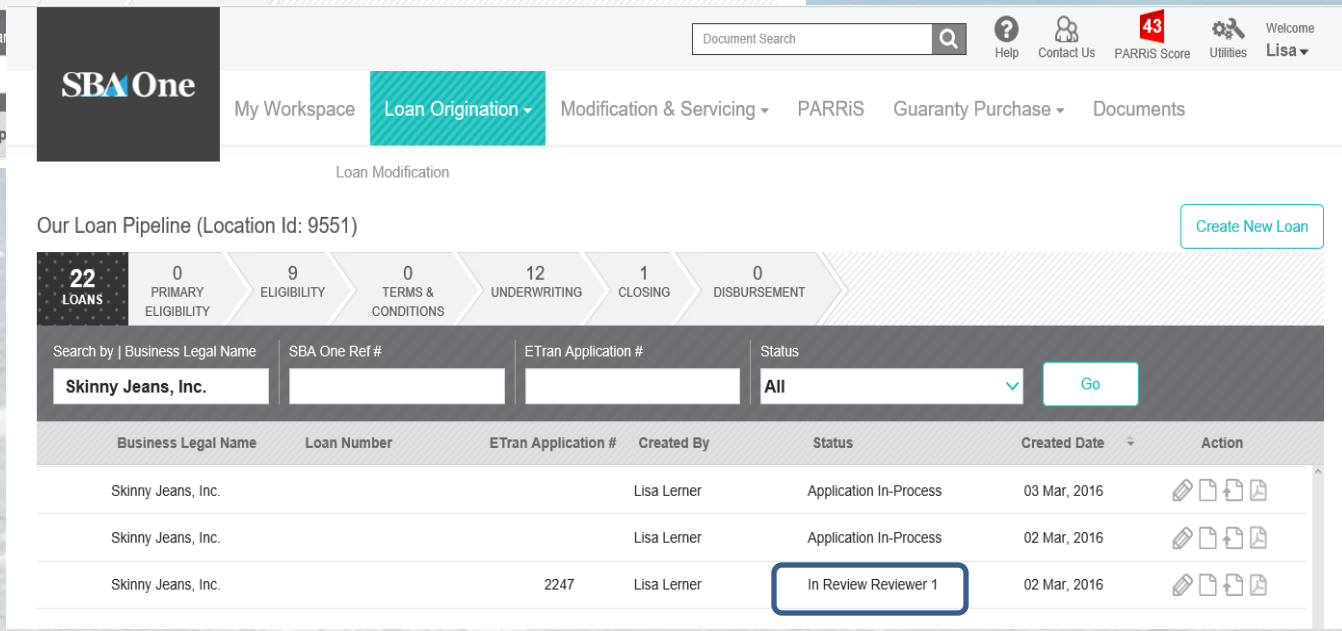
Resume Working on a Loan





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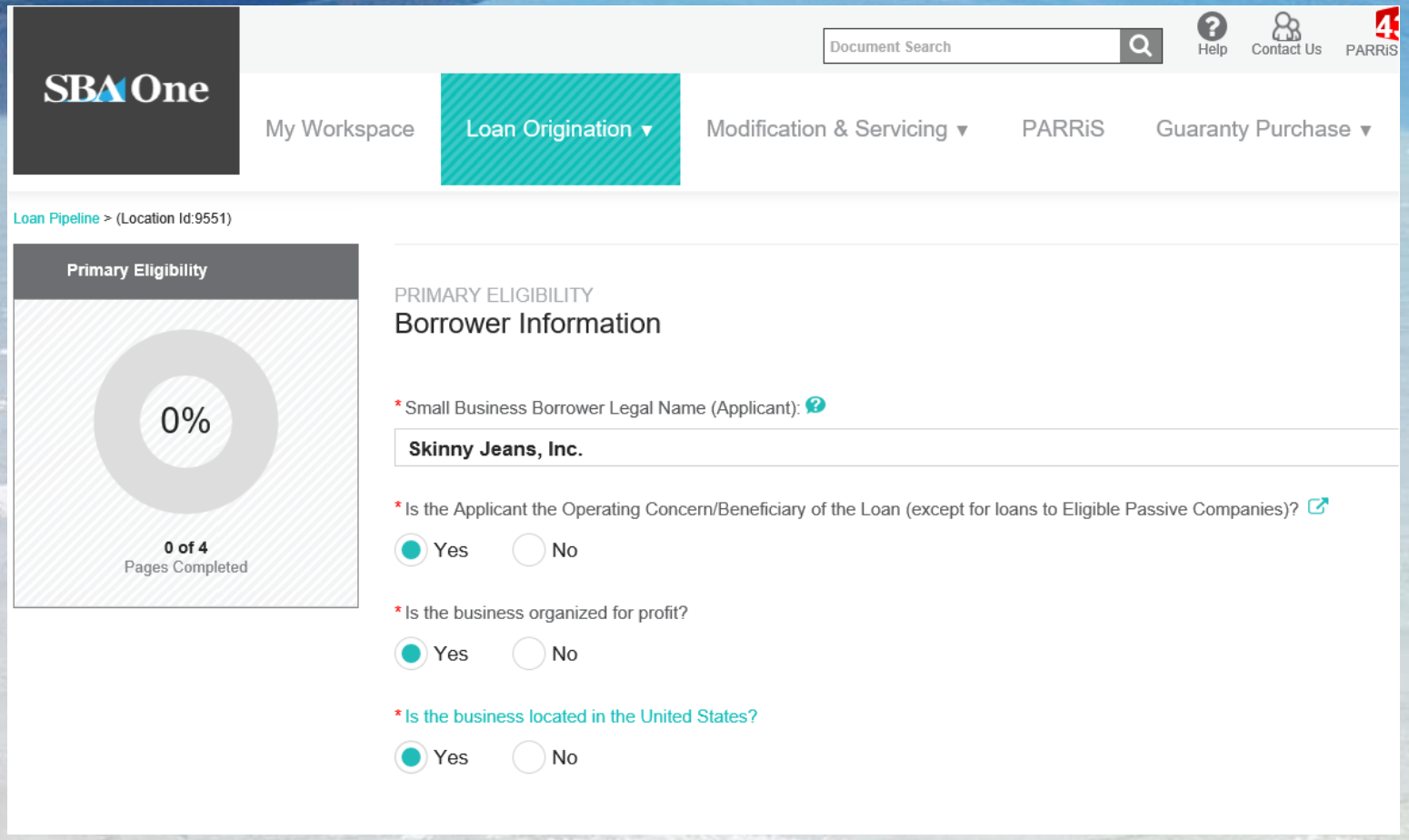
Primary Eligibility



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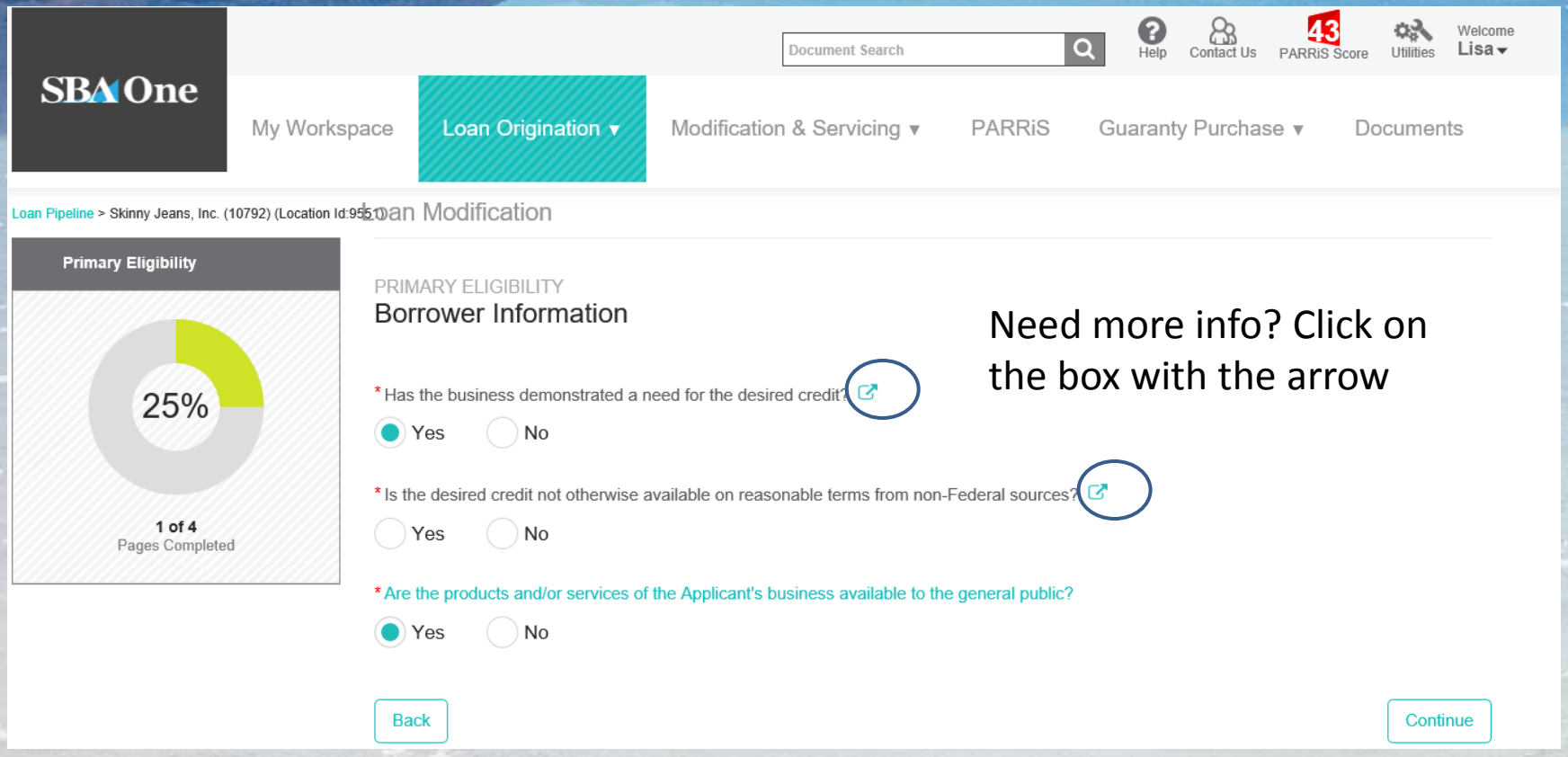
Primary Eligibility



Need more info? Click on the box with the arrow

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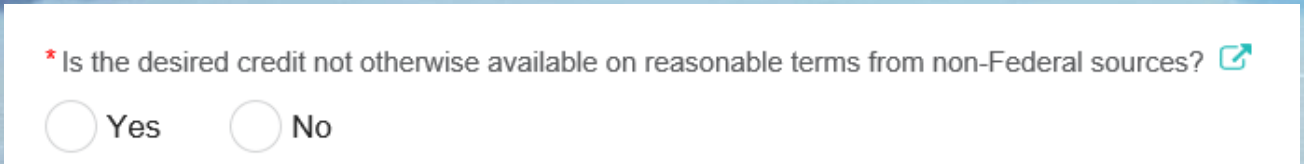
Primary Eligibility

- If you click on



- You will see this screen:

Acceptable factors are those that demonstrate an identifiable weakness in the credit or exceed policy limits of the lender include, among others :a) The business needs a longer maturity than the lenders policy permits (for example, the business needs a loan that is not on a demand basis); b) The requested loan exceeds either the lenders legal lending limit or policy limit regarding the amount that it can lend to one customer; c) The lenders liquidity depends upon selling the guaranteed portion of the loan on the secondary market; d) The collateral does not meet the lenders policy requirements; e) The lenders policy normally does not allow loans to new businesses or businesses in the applicants industry; and/or f) Any other factors relating to the credit that, in the lenders opinion, cannot be overcome except for the guaranty. These other factors must be specifically documented in the loan file.

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Primary Eligibility Section

PRIMARY ELIGIBILITY

Borrower Information

* No Principal is subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction.

(●) Yes ( ) No

* No Principal has been arrested in the past six months for any criminal offense.

(●) Yes ( ) No

* No principal, for any criminal offense - other than a minor vehicle violation - is on any form of parole or probation (including probation before judgment).

(●) Yes ( ) No

* No principal, for any criminal offense - other than a minor vehicle violation - has ever:

1. Been convicted;
2. Plead guilty;
3. Plead nolo contendere;or
4. Been placed on pretrial diversion

(●) Yes ( ) No

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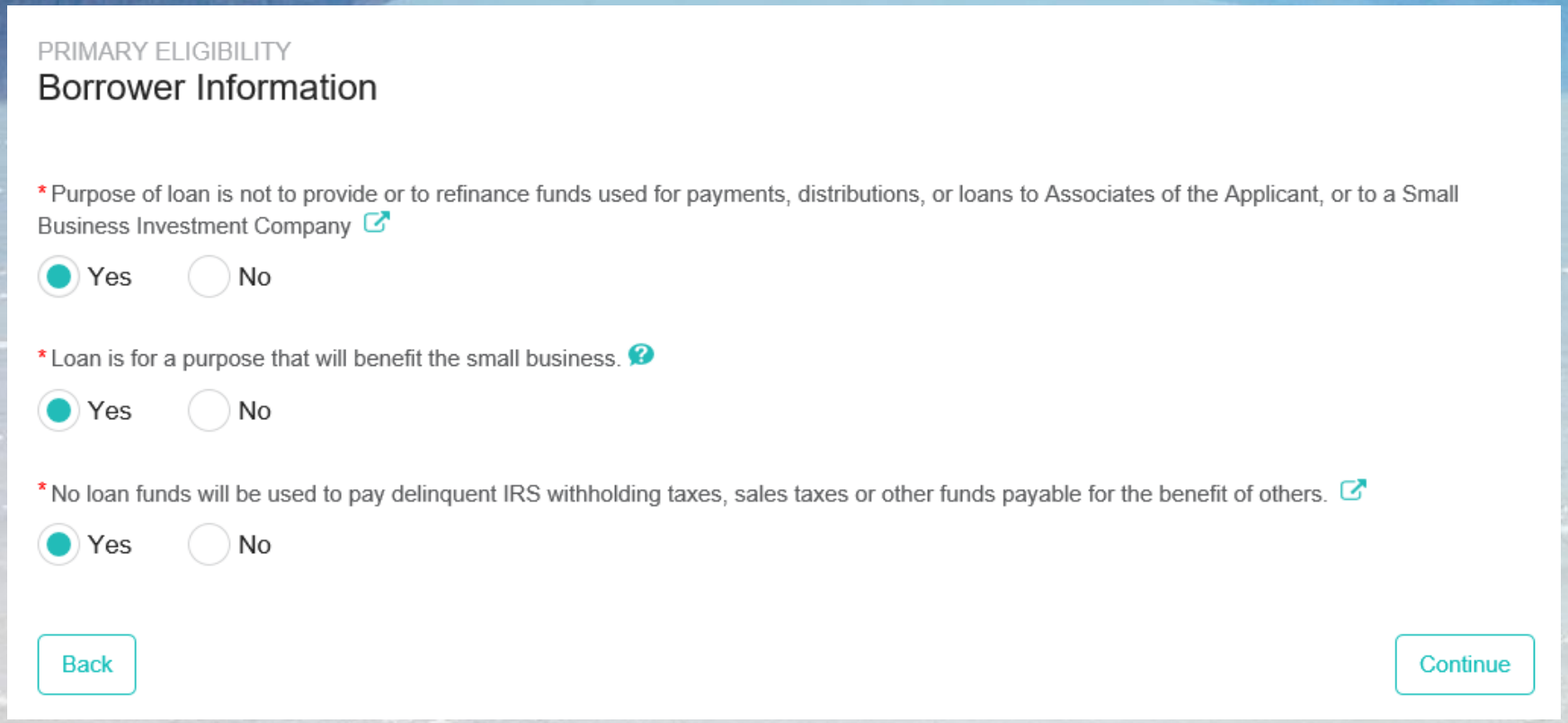
Primary Eligibility Section



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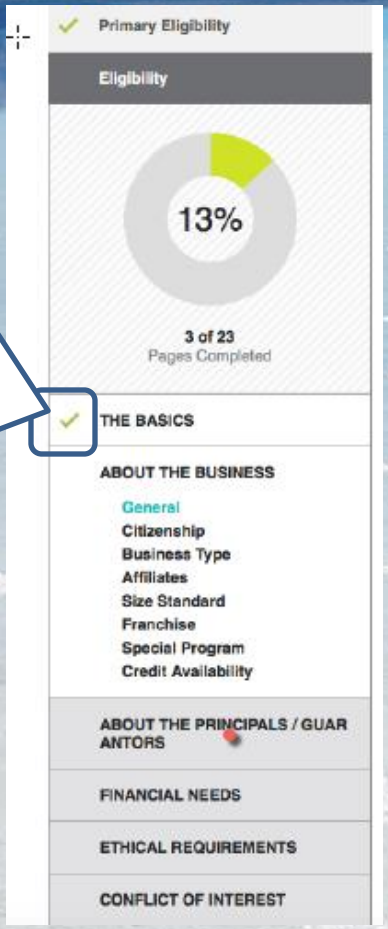
Navigating in SBA One

Remember – If it isn't checked, the Section is not Complete!



Sections:

- Primary Eligibility
- Eligibility, About the Business
- Eligibility – Principals/Guarantors
- Terms & Conditions
- Lender Contact
- Underwriting
- Credit Analysis
- Collateral
- Insurance
- More when applicable

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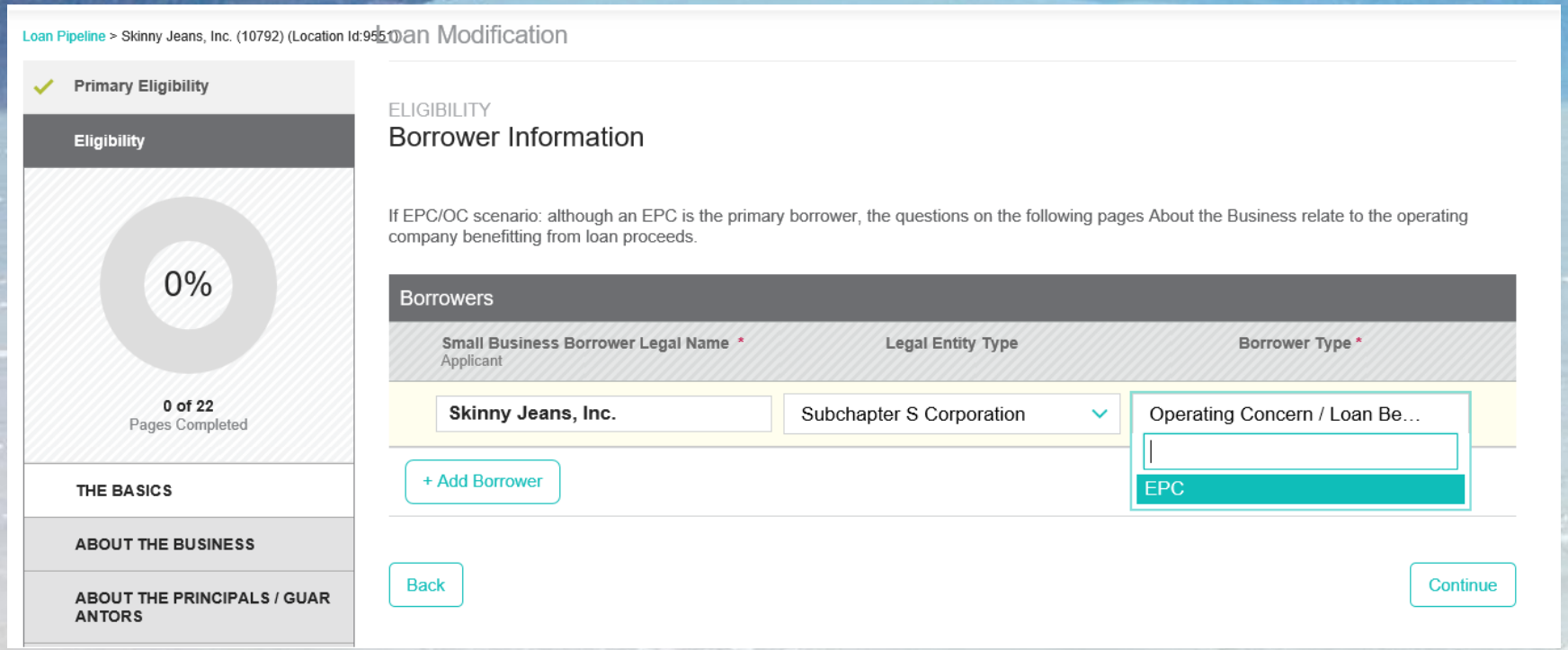
Eligibility-The Basics



If the Loan is to an EPC, you MUST input the EPC name as the Borrower HERE.

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Eligibility-The Basics

ELIGIBILITY
Borrower Information

Small Business Borrower Legal Name (Applicant):

Skinny Jeans, Inc.

Trade Name (dba)

Curvy Girls

* Is this the Primary Borrower?

Yes No

Legal Entity Type

Subchapter S Corporation

Form 1919 is required from: a) all owners of 20% or more of the corporation and each officer and director; b) Any person hired by the business to manage day-to-day operations, c) Any other person who is guaranteeing the loan, if required by SBA.

Does Lender have in file entity documents for the Borrower or Guarantor:

Yes No

Has the Borrower obtained all the necessary Business Licenses/Permits?

Yes No

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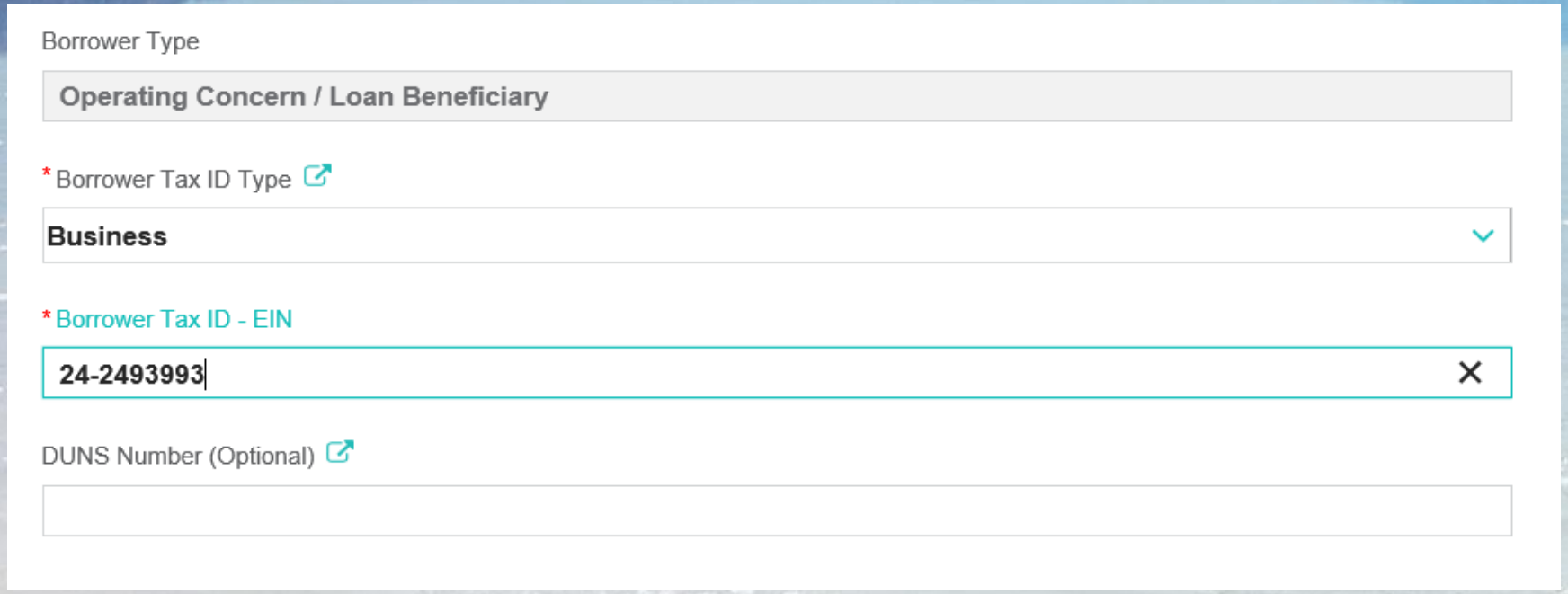
Eligibility-The Basics



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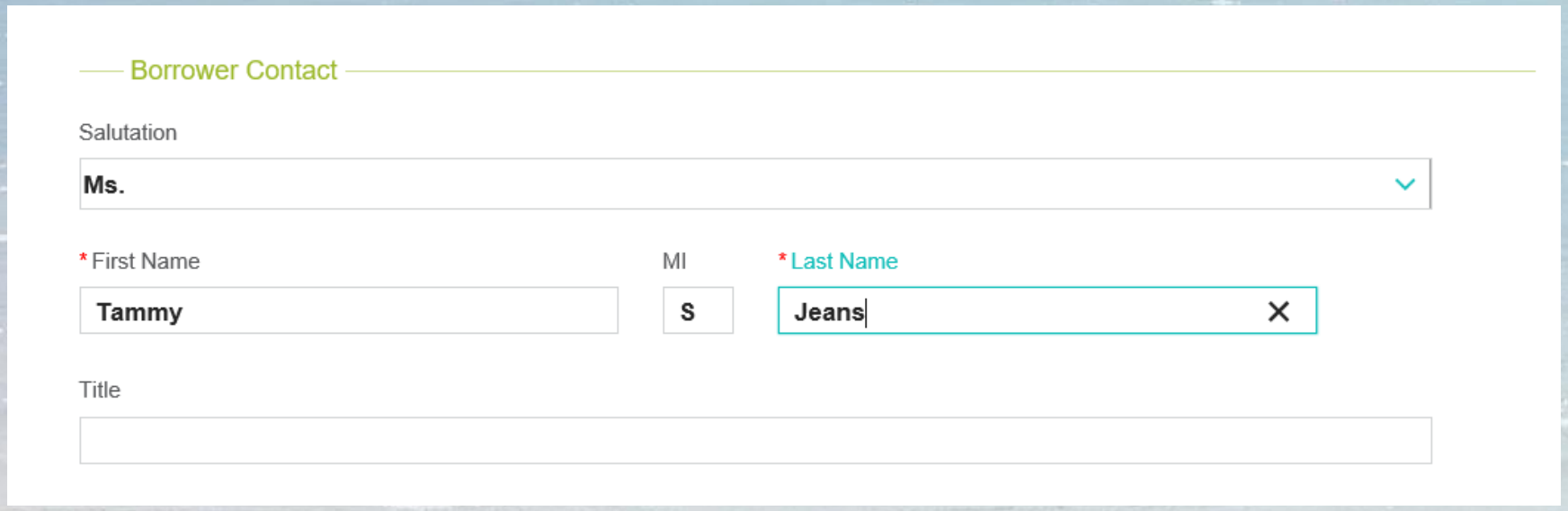
Eligibility-The Basics



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Eligibility-The Basics

Borrower Address

* Address Line 1:
1350 Sherman Avenue

Address Line 2:

* Zip-Code
83814

* City
Coeur D Alene

* County
Kootenai

State
Idaho

* Phone Number
(208) 555-5555

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Eligibility-The Basics

Email:

tammy@curvygirls.com

Confirm Email:

tammy@curvygirls.com

* Is business location same as borrower's address?

(•) Yes ( ) No

* Is mailing address same as borrower's address?

(•) Yes ( ) No

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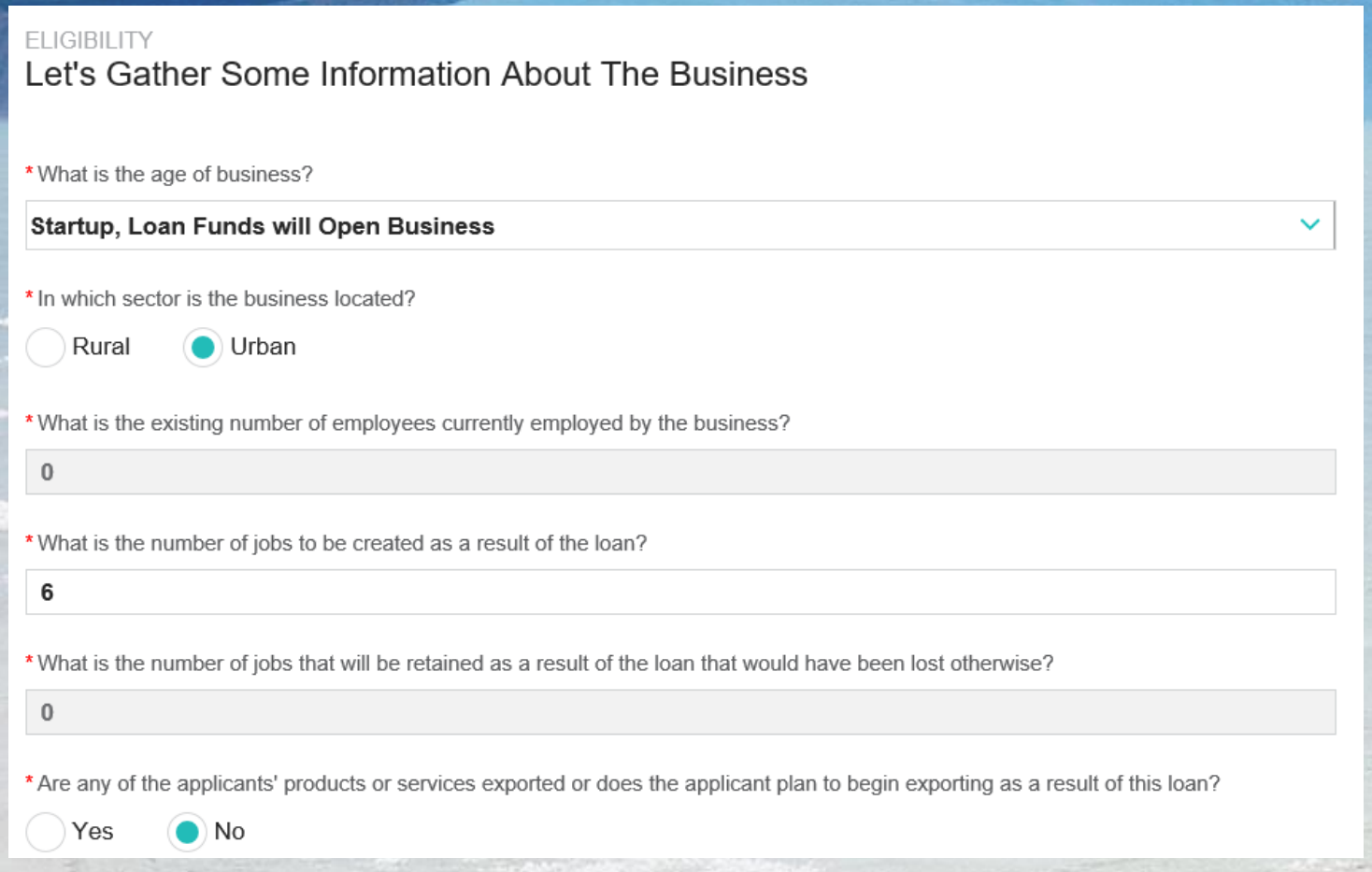
Eligibility-The Basics



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Eligibility-The Basics

*Has this business now or previously been a debtor in a bankruptcy proceeding?

Yes No

*Is this business involved in a pending lawsuit, in any trade dispute, or have any liens or judgments by creditors or IRS been filed?

Yes No

*Has the Applicant, any of its Affiliates, or any Associate ever obtained a direct or guaranteed loan from SBA or any other Federal agency or been a guarantor on such a loan? (This includes student loans and disaster loans.)

Yes No

Note: If you do not answer this question yes, an SBA loan (active, closed or paid off) cannot be added later. Do not include applications in process here.

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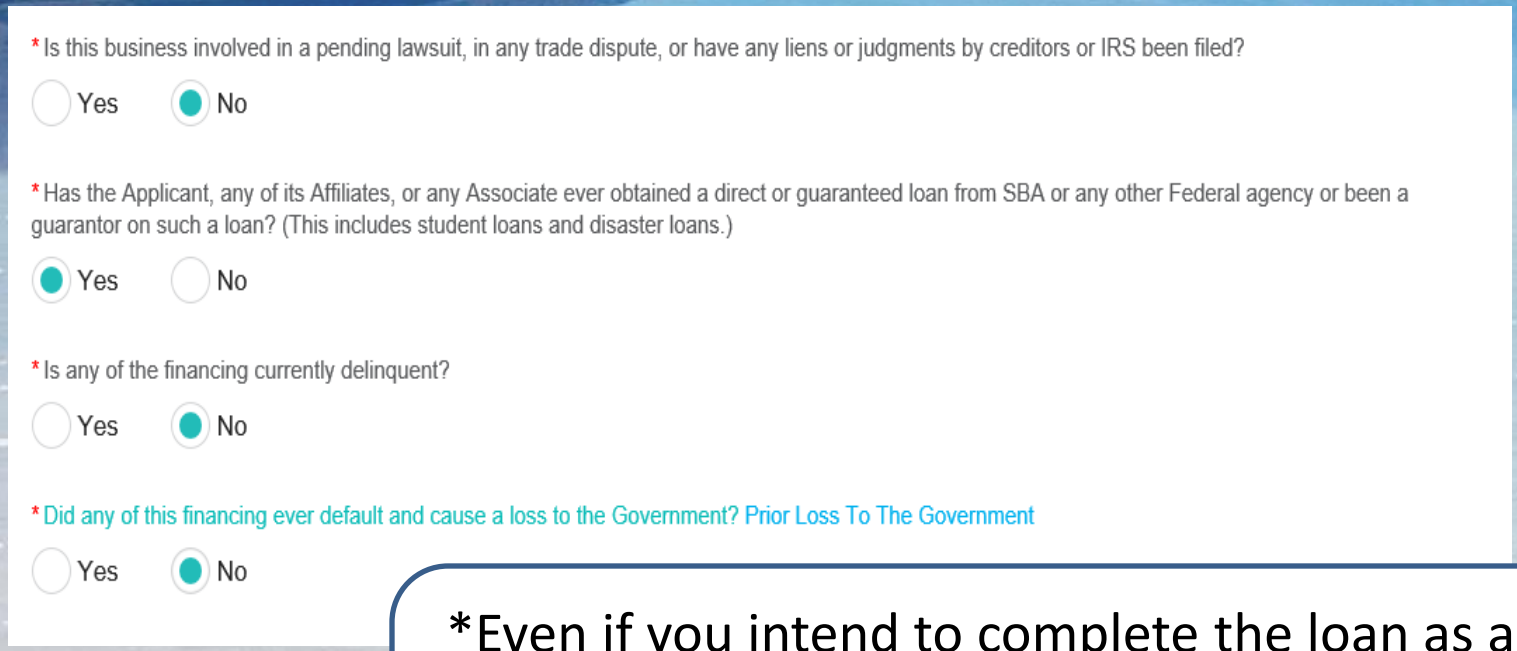
Eligibility-The Basics



*Even if you intend to complete the loan as a PLP, the answers to questions such as delinquent federal debt or lawsuits may result in the system requiring submission to the LGPC.

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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

* All Outstanding & Approved SBA Loans

$ 0

* Is the loan request for a Community Advantage Pilot Program loan?

○ Yes ● No

* Is the business owned 51% or more by a Veteran and/or spouse of a Veteran? Veterans Advantage

○ Yes ● No

* Is the loan collateralized?

● Yes ○ No

* Is any real property collateral potentially eligible for/on the National Register of Historic Places?

○ Yes ● No

* Is the applicant purchasing an existing business (stock or asset purchase)?

○ Yes ● No

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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

* Are all the Associates of the business either U.S. citizens or non-U.S. citizens whose status has been verified with USCIS or SBA within the last 6 months, or:

1. If the individual reported an offense on SBA Form 912, then verification was obtained even though 6 months had not elapsed, as the offense may put their status at risk; and
2. For non-LPRs, verification was obtained for each loan application, even if 6 months had not elapsed, as their status can be revoked at any time.?

(●) Yes ( ) No

Select the one that applies:

* Is the business at least 51 percent owned by individuals who are U.S. citizens and/or who have Lawful Permanent Resident (LPR) status, whose status lender has verified with the USCIS or SBA, AND will control the management and daily operations of the business? OR

(●) Yes ( ) No

* Is the business at least 51 percent owned by aliens with an alien status other than LPR, which lender has verified with the USCIS or SBA; the lender has determined that continual and consistent management of the business has been provided by a U.S. citizen or by an LPR, whose status lender has verified with the USCIS or SBA, for at least one year and will continue indefinitely; AND collateral within the jurisdiction of the U.S. is pledged that meets the requirements of SOP 50 10. (Businesses less than one year old do not meet these requirements.)

( ) Yes (●) No

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Eligibility-About the Business

* Did you obtain an external credit score for this business?

( ) Yes (•) No

* Have you checked the CAIVRS system to determine if the business or any of its Associates have outstanding Delinquent Federal Debt?

(•) Yes ( ) No

* Has the applicant been identified on CAIVRS as a delinquent debtor?

( ) Yes (•) No

* Has the ownership of the company changed in the last 6 months?

( ) Yes (•) No

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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

* Applicant is or does one of the following?

1. Primarily engaged in the business of lending
2. A passive business owned by developers or landlords that do not actively use or occupy the assets acquired or improved with the loan proceeds that is not an Eligible Passive Company
3. Bail bond company
4. Life insurance company
5. Located in a foreign country or owned by undocumented (illegal) aliens
6. Pyramid sale distribution plan
7. Any illegal activity
8. Principally engaged in teaching, instructing, counseling or indoctrinating religion or religious beliefs, whether in a religious or secular setting. (An Applicant is not ineligible merely because it offers religious books, music, ceremonial items and other religious articles for sale. The lender must consider the overall activities and business environment of the Applicant.)
9. Consumer or marketing cooperative
10. Earns 1/3 or more of its gross annual revenue from packaging SBA loans
11. Derives directly or indirectly more than 5% of its gross revenue through the sale of products or services, or the presentation of any depiction or displays, of a prurient sexual nature or that presents any live performances of a prurient nature (The lender must consider whether the nature and extent of the sexual component causes it to be prurient.)
12. Primarily engaged in political or lobbying activities
13. A speculative business (such as oil wildcatting, mining and research & development)

Examples of Ineligible Types of Businesses → Links to detailed page on types of ineligible businesses.

○ Yes ◉ No

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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

* Is the applicant a pawn shop?

○ Yes ● No

* Is the applicant a mortgage service company?

○ Yes ● No

* Is the applicant a business that is primarily engaged in subdividing real property into lots and developing it for resale on its own account or in owning or purchasing real estate and leasing it for any purpose?

○ Yes ● No

* Is the applicant a motel, recreational vehicle park, campground, marina or similar type of business?

○ Yes ● No

* Is any of gross annual revenue of the applicant business derived from gambling?

○ Yes ● No

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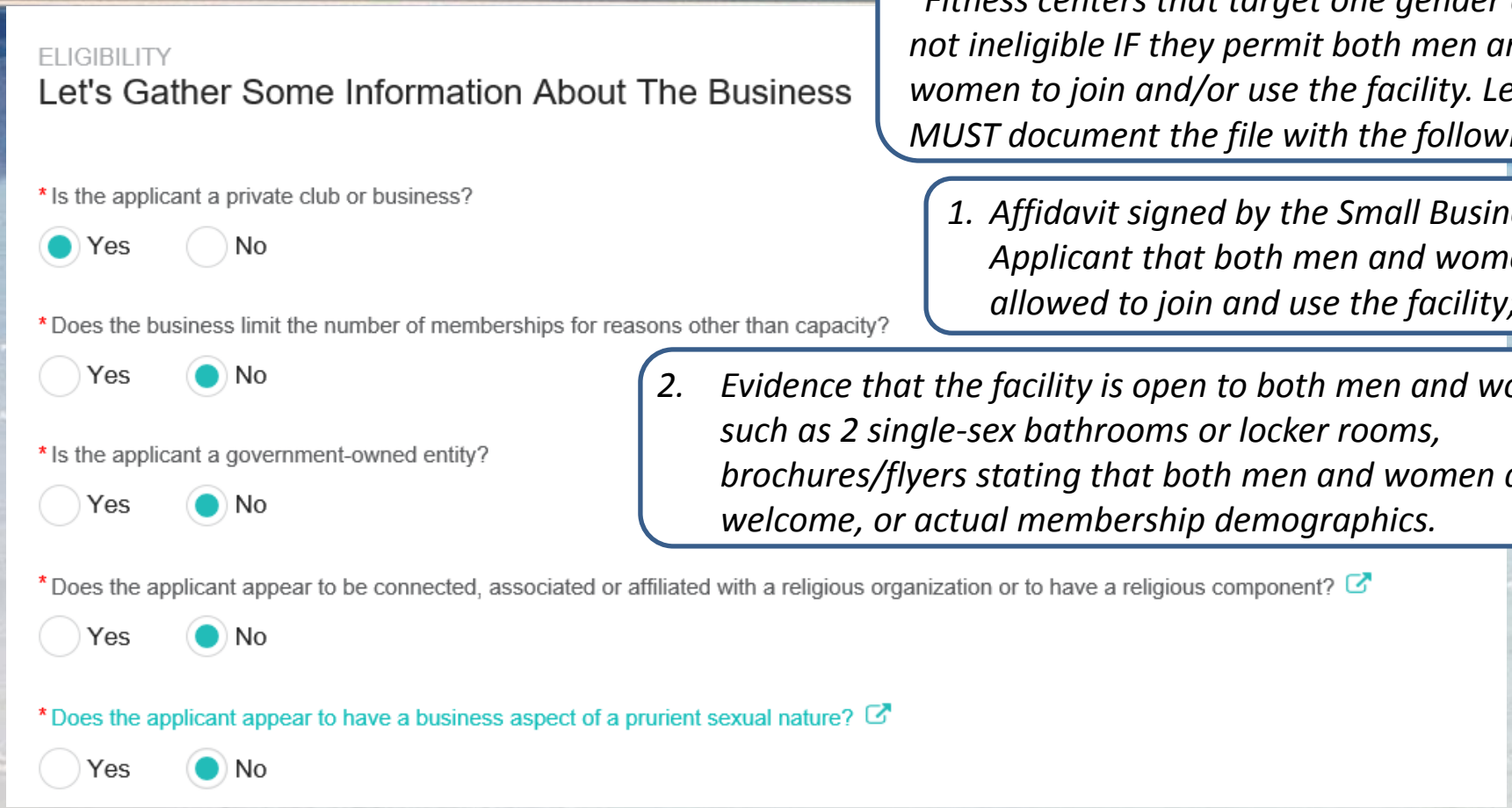
Eligibility-About the Business

Required by SOP 50-10-5H:

"Fitness centers that target one gender are not ineligible IF they permit both men and women to join and/or use the facility. Lenders MUST document the file with the following:

1. *Affidavit signed by the Small Business Applicant that both men and women are allowed to join and use the facility; **AND***
2. *Evidence that the facility is open to both men and women, such as 2 single-sex bathrooms or locker rooms, brochures/flyers stating that both men and women are welcome, or actual membership demographics.*



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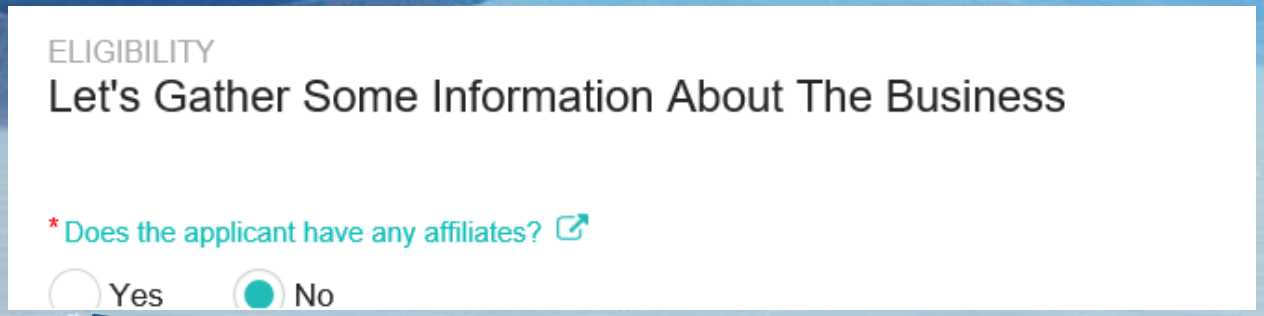
Eligibility-About the Business



If **Affiliates** are checked YES, the program will ask questions regarding which business is the primary business (otherwise grayed out), and will ask for information to determine if the affiliates meet the size standard as well.

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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

* Please select the Size Standard to be used:

(•) SBA Size Standard ( ) Alternative Size Standard

Please enter the size details for all the Applicants, co-borrowers, affiliates and the entities being acquired (as applicable):

Standard Size Details

Indicate Primary Business *	Borrower / Affiliate / Being Acquired Name *	NAICS Code *	Primary Industry Name *	SBA Size Standard value *	Avg annual receipts over last 3 completed fiscal years ($ Thousands) *	Number of employees *
(•)	Skinny Jeans, Inc.	713940	Fitness and Recreational Sports Centers	$7.5 MM	$ 0	0

Once you enter the NAICS Code, the program looks up the applicable size standard. If you don't know the code, there is a direct link to the NAICS website.

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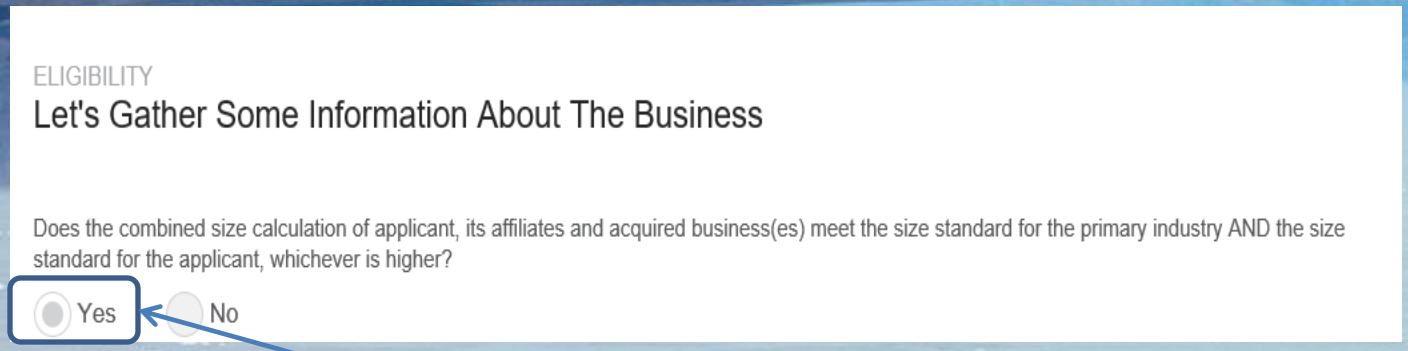
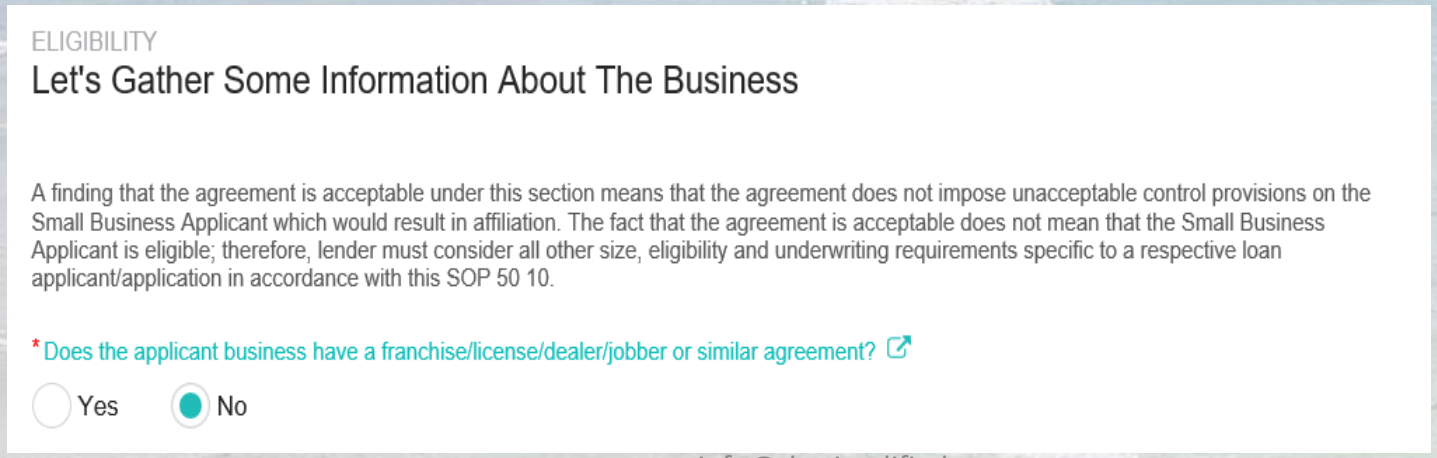
Eligibility-About the Business



Note that the answer is already filled in, as the program has determined from the previous page that it meets the size standards.



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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

* Is the lender aware if the application was previously submitted to SBA under any SBA program, including SBA Express, Export Express, PLP, CLP, 7(a) Small Loan, Community Advantage or standard 7(a)?

○ Yes ● No

* Will the loan be collateralized by commercial property that will not meet SBA's environmental requirements or that will require use of a non-standard indemnification agreement?

○ Yes ● No

ELIGIBILITY

Let's Gather Some Information About The Business

* Has the applicant paid or committed to pay a fee to a third party to assist in the preparation of the loan application or application materials; or has the applicant or lender paid or committed to pay a referral agent or broker a fee?

○ Yes ● No

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Eligibility-About the Business

ELIGIBILITY

Let's Gather Some Information About The Business

The lender has assessed the borrower's access to credit outside of this SBA-guaranteed loan and determined that such credit is not available elsewhere on reasonable terms from non-Federal sources; and the lender's loan file contains documentation that specifically identifies the factors in the present financing that meet the Credit Unavailable Elsewhere Test.

Note: There should be at least another reason besides a) the liquidity of the lender depends upon the guaranteed portion of the loan being sold on the secondary market; or b) the guaranty is to allow the lender to exceed its legal lending limit, in order for the loan to be eligible for SBA's loan guaranty.

* Does the lender's liquidity depend upon selling the guaranteed portion of the loan on the secondary market ?

○ Yes ● No

* Does the requested loan exceed either the lender's legal lending limit or lender's policy regarding the maximum amount that it can lend to one customer?

○ Yes ● No

* Does the business need a longer maturity than the lender's policy permits (for example, the business needs a loan that is not on a demand basis) ?

● Yes ○ No

* Does the collateral not meet the lender's policy requirements?

○ Yes ● No

* Does the lender's policy normally not allow loans to new businesses or businesses in the applicant's industry?

● Yes ○ No

* Are there any other factors relating to the credit that, in the lender's opinion, cannot be overcome except for the guaranty. These other factors must be specifically documented in the loan file.

○ Yes ● No

Be sure to **COMPLETELY DETAIL** the reasons credit is not available elsewhere for this loan in the credit memo.

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Eligibility-About the Principals

ELIGIBILITY

Let's Gather Some Information About The Principals / Guarantors

Principal

Type *	First Name / Entity Name *	MI	Last Name *	% Owned *	% Owned by Spouse
Individual	Tammy	S	Jeans	100	0

+ Add Principal / Guarantor

Total % Owned 100

Mandatory information is either missing or incorrect in the Principal Grid details, please review.

Ok

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Eligibility-About the Principals

Detail (tammy s jeans)

* Capacity (Subchapter S Corporation)	☑ Officer ☐ Director ☐ Shareholder ☐ Manager ☑ Guarantor
* Form 1919 Required?	◉ Yes ○ No
* Include in E-Tran XML?	◉ Yes ○ No
* SSN	XXX-XX-XXXX
* Is this an Affiliate?	◉ Yes ○ No

Ok

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Eligibility-About the Principals

ELIGIBILITY

Let's Gather Some Information About The Principals / Guarantors

Salutation

Ms.

First Name | MI | Last Name

Tammy | S | Jeans

Title

President

Capacity

Subchapter S Corporation

- [x] Officer
- [ ] Director
- [ ] Shareholder
- [ ] Manager
- [x] Guarantor

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Eligibility-About the Principals

* Select Address

Add a New Address

* Address Line 1

1340 4th Avenue

Address Line 2

* Zip Code:

83814

* City:

Coeur D Alene

* County:

Kootenai

* State:

Idaho

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Eligibility-About the Principals

E-Mail
tammy@curvygirls.com

Confirm E-Mail
tammy@curvygirls.com

* Individual: SSN
XXX-XX-XXXX

* Guaranty Type
Full

* Is Guaranty Secured ?
○ Yes ● No

* Did you (the lender) obtain an external credit score for this principal?
○ Yes ● No

* Is the Principal a US Citizen?
● Yes ○ No

* Gender
Female

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Eligibility-About the Principals

* Veteran

Non-Veteran

Race

- [ ] American Indian or Alaska Native
- [ ] Asian
- [ ] Black or African American
- [ ] Native Hawaiian or Other Pacific Islander
- [x] White

* Ethnicity

Not Hispanic or Latino

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Eligibility-About the Principals

ELIGIBILITY

Let's Gather Some Information About The Principals / Guarantors

* Place of Birth

US

* State

Colorado

* City

Pueblo

* Date of Birth

XX/XX/XXXX

* Has the principal now or previously been a debtor in a bankruptcy proceeding?

○ Yes ● No

* Is this principal involved in a pending lawsuit, in any trade dispute, or have any liens or judgments by creditors or IRS been filed?

○ Yes ● No

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Eligibility-About the Principals

* Is the principal presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction?

○ Yes ● No

* Has the principal been arrested in the past six months for any criminal offense?

○ Yes ● No

* For any criminal offense - other than a minor vehicle violation - has the principal 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

* Is the Principal OR Guarantor presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency?

○ Yes ● No

* Is the Principal more than 60 days delinquent on any obligation to pay child support arising under an administrative order, court order, repayment agreement between the holder and a custodial parent, or repayment agreement between the holder and a state agency providing child support enforcement services?

○ Yes ● No

* Has the principal, or any business owned or controlled by the principal or any Associate ever obtained a direct or guaranteed loan from SBA or any other Federal agency or been a guarantor on such a loan? (This includes student loans and disaster loans.)

○ Yes ● No

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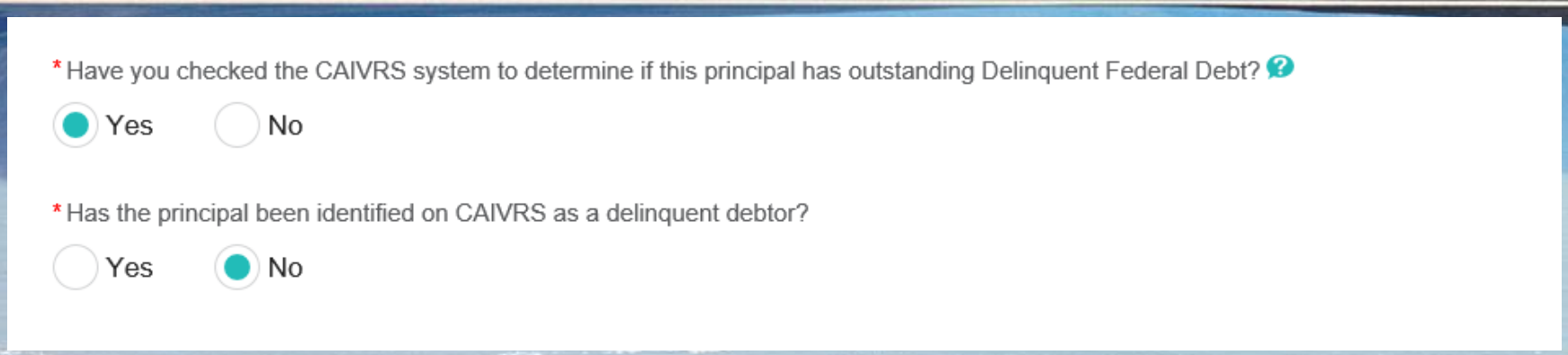
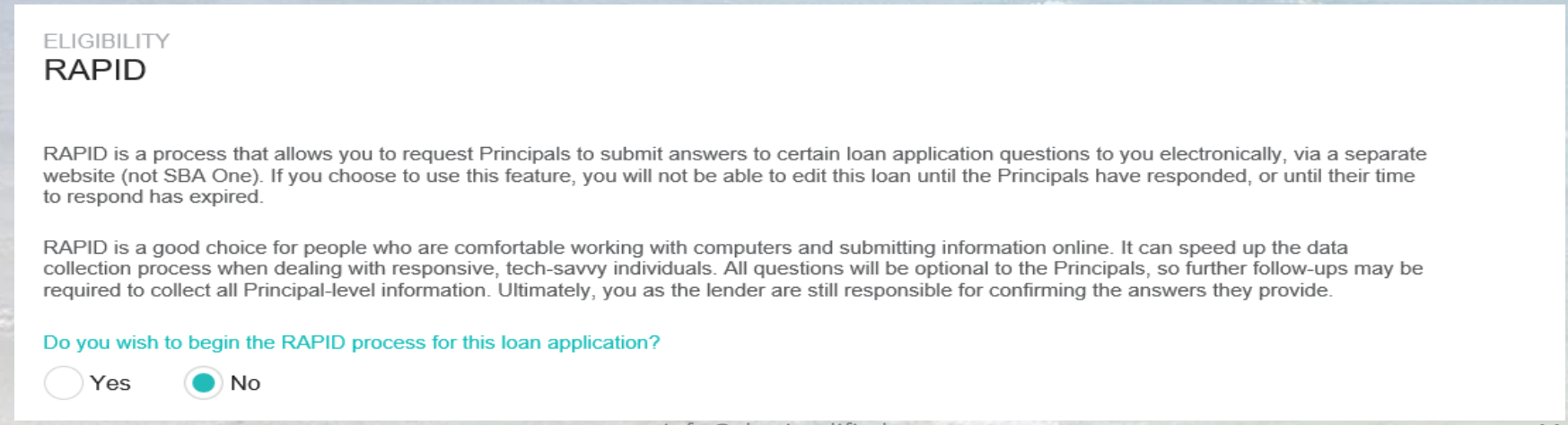
Eligibility-About the Principals



Rapid Pro: Applicant answers eligibility questions directly, so you have in writing from them.
Rapid Con: If you select, you can go no further on the application until completed by principals.



SBA Simplified
Your SBA Specialists

Financial Needs- Use of Proceeds

ELIGIBILITY

Financial Needs

* What is the requested loan amount?

$ 150,000

E-TRAN Credit Score

239

The applicant's credit score is acceptable.

(•) Yes ( ) No

Purchase Of Land And Building Including Construction And Renovations	
Purchase Land only	**Amount ($)**
Location Description	Amount ($)
+ Add Row	**0**

SBA Simplified
Your SBA Specialists

Financial Needs- Use of Proceeds

Purchase Land and Improvements	Amount ($)
Location Description	Amount ($)
+ Add Row	0

Purchase Improvements only	Amount ($)
Location Description	Amount ($)
+ Add Row	0

Construct a Building	Amount ($)
Location Description	Amount ($)
+ Add Row	0

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Financial Needs- Use of Proceeds

Add an Addition to an Existing Building	Amount ($)
Location Description	Amount ($)
+ Add Row	0

Make Renovations to an Existing Building	Amount ($)
Location Description	Amount ($)
+ Add Row	0

Pay Off Interim Construction Loan	Amount ($)
Description	Amount ($)
+ Add Row	0

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Your SBA Specialists

Financial Needs- Use of Proceeds

Pay Off Lender's Interim Loan	Amount ($)
Description	Amount ($)
+ Add Row	0

Leasehold Improvements	Amount ($)
Location Description	Amount ($)
+ Add Row	0

Machinery & Equipment	
Purchase Equipment	**Amount ($)**
Exercise Equipment	**100,000**
+ Add Row	**100,000**

SBA Simplified
Your SBA Specialists

Financial Needs- Use of Proceeds

Furniture & Fixtures	
Purchase Furniture, Fixtures or Equipment (FFE)	**Amount ($)**
Furniture & Fixtures	**10,000**
+ Add Row	**10,000**

Working Capital	
Purchase Inventory	**Amount ($)**
Description	Amount ($)
	0

Pay Trade or Accounts Payable	**Amount ($)**
Description	Amount ($)
	0

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Your SBA Specialists

Section Title – Only put Inventory here; input W/C later in section

Working Capital	
Purchase Inventory	**Amount ($)**
Description	Amount ($)
	0

Pay Trade or Accounts Payable	**Amount ($)**
Description	Amount ($)
	0

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Your SBA Specialists

Financial Needs- Use of Proceeds

Working Capital	Amount ($)
40,000	40,000
	40,000

Refinancing Of Existing Debt

Pay Notes Payable - not Same Institution Debt	Amount ($)
Payee Description	Amount ($)
+ Add Row	0

Pay Notes Payable - Same Institution Debt	Amount ($)
Payee Description	Amount ($)
+ Add Row	0

SBA Simplified
Your SBA Specialists

Financial Needs- Use of Proceeds

Refinance SBA Loan - not Same Institution Debt	Amount ($)
SBA Loan Description (include loan number)	Amount ($)
+ Add Row	0

Refinance SBA Loan - Same Institution Debt	Amount ($)
SBA Loan Description (include loan number)	Amount ($)
+ Add Row	0

Guaranty	
SBA Guaranty Fee	Amount ($)
Description	Amount ($)
	0

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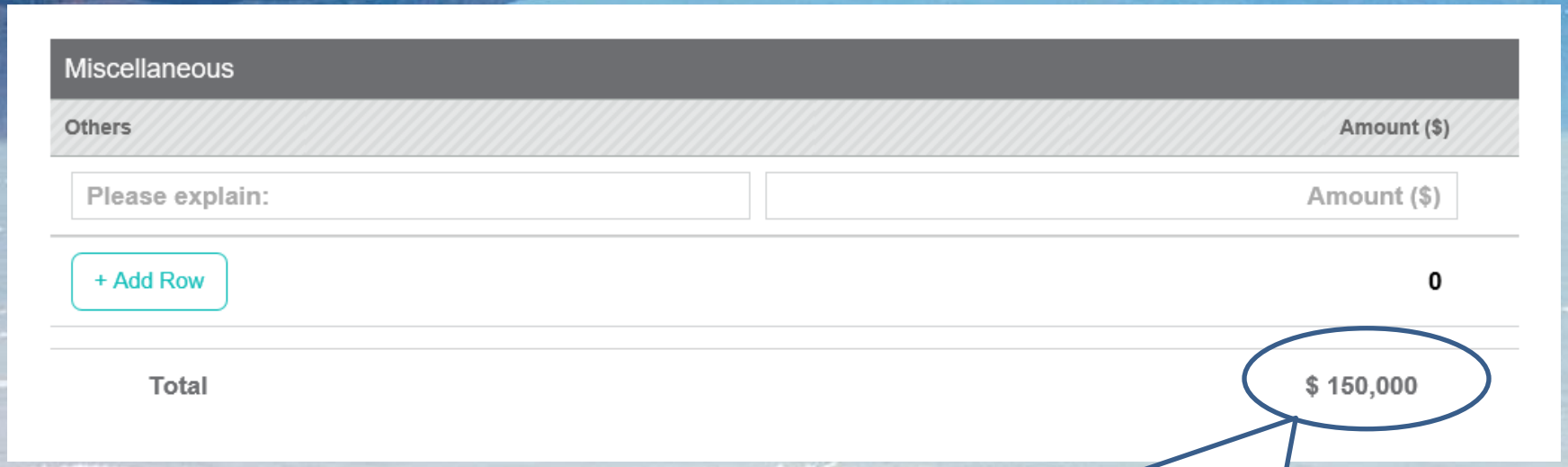
Your SBA Specialists

Financial Needs- Use of Proceeds



Miscellaneous		
Others		Amount ($)
Please explain:		Amount ($)
+ Add Row		0
Total		$ 150,000

Total Use of Proceeds automatically calculated. Must match loan amount entered or will not advance.

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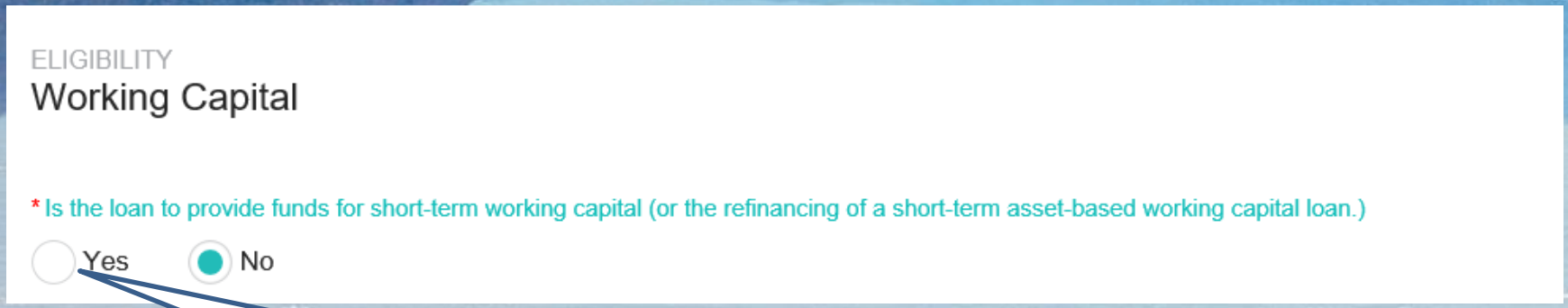
Financial Needs - Eligibility



Only select YES if loan is short-term (less than 1 year, revolving SBA Express, or CAPLine.

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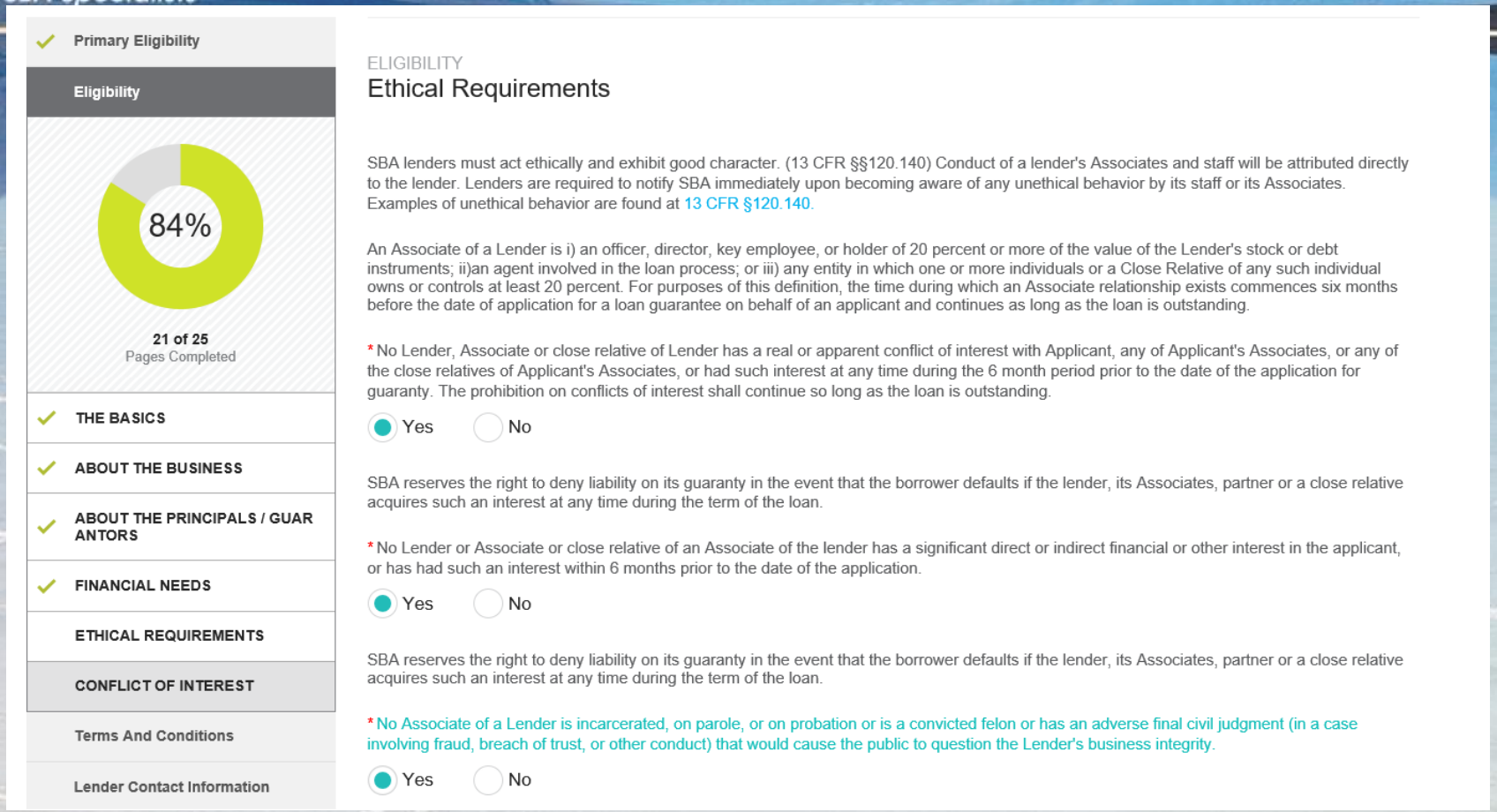
Eligibility – Ethical Requirements



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Eligibility – Ethical Requirements

ELIGIBILITY

Ethical Requirements

* No Lender or any Associate of Lender has accepted funding from a source that restricts, prioritizes, or conditions the types of small businesses that Lender may assist under an SBA program or that imposes any conditions or requirements upon recipients of SBA assistance inconsistent with SBA's loan programs or regulations.

(●) Yes ( ) No

* Neither the Applicant, an Associate of Applicant, close relative nor household member of an Associate of Applicant is required to invest in Lender.

(●) Yes ( ) No

* None of the loan proceeds will be used to acquire space in a project for which lender has issued a real estate forward commitment.

(●) Yes ( ) No

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Your SBA Specialists

Eligibility-Conflict of Interest

ELIGIBILITY

Conflict Of Interest

* No SBA employee, or the household member of an SBA employee, is a sole proprietor, partner, officer, director, or stockholder with a 10 percent or more interest, of the Applicant.

(•) Yes ( ) No

* No former SBA employee, who has been separated from SBA for less than one year prior to the request for financial assistance, is an employee, owner, partner, attorney, agent, owner of stock, officer, director, creditor or debtor of the Applicant.

(•) Yes ( ) No

* No member of Congress, or an appointed official or employee of the legislative or judicial branch of the Federal Government, is a sole proprietor, general partner, officer, director, or stockholder with a 10 percent or more interest, or household member of such individual, of the Applicant.

(•) Yes ( ) No

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Your SBA Specialists

Eligibility-Conflict of Interest

ELIGIBILITY

Conflict Of Interest

* No Government employee having a grade of at least GS-13 or higher is a sole proprietor, general partner, officer, director, or stockholder with a 10 percent or more interest, or a household member of such individual, of the Applicant.

(●) Yes ( ) No

* No member or employee of a Small Business Advisory Council or a SCORE volunteer is a sole proprietor, general partner, officer, director, or stockholder with a 10 percent or more interest, or a household member of such individual, of the Applicant.

(●) Yes ( ) No

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Your SBA Specialists

Terms & Conditions

- ✓ Primary Eligibility
- ✓ Eligibility
- Terms And Conditions

0%

0 of 5
Pages Completed

- LOAN TERMS
- INTEREST RATE
- DISBURSEMENT
- REPAYMENT
- Lender Contact Information

TERMS AND CONDITIONS
TERMS AND CONDITIONS

* Loan Amount Requested. Edit

$ 150,000

* Type of Loan

(•) Term ( ) Revolving

Maturity Period EXCLUDING Interest-Only Period (if any)

Maturity Period

* Years	* Months	* From
7	0	date of Note

* Interest Only Period (months) (exclude Maturity Period)

0

* Maximum maturity period cannot exceed (months)

300

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Your SBA Specialists

Terms & Conditions & Program Selection

* Select a Loan Program Type:

7a Small Loan - Delegated

* Underwriting By

(•) Lender ( ) SBA

* Program Max Loan Amount

$ 350,000

* Guaranty %

85

Credit Score

239

* Guaranty Amount ($)

$ 127,500

* Guaranty Fee ($)

$ 2,550

For Guaranty Fee Estimator, go to:
sbasimplified.com/resources/forms/

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Terms & Conditions

TERMS AND CONDITIONS
TERMS AND CONDITIONS

* Interest Rate
Variable Rate

* Base Rate Index
Wall Street Journal Prime Rate

Base Rate Source

* Name of Publisher
Wall Street Journal

* Select Source
Colson

Base Rate (%)
3.5

* Initial (Variable) Interest Rate (%)
6.00

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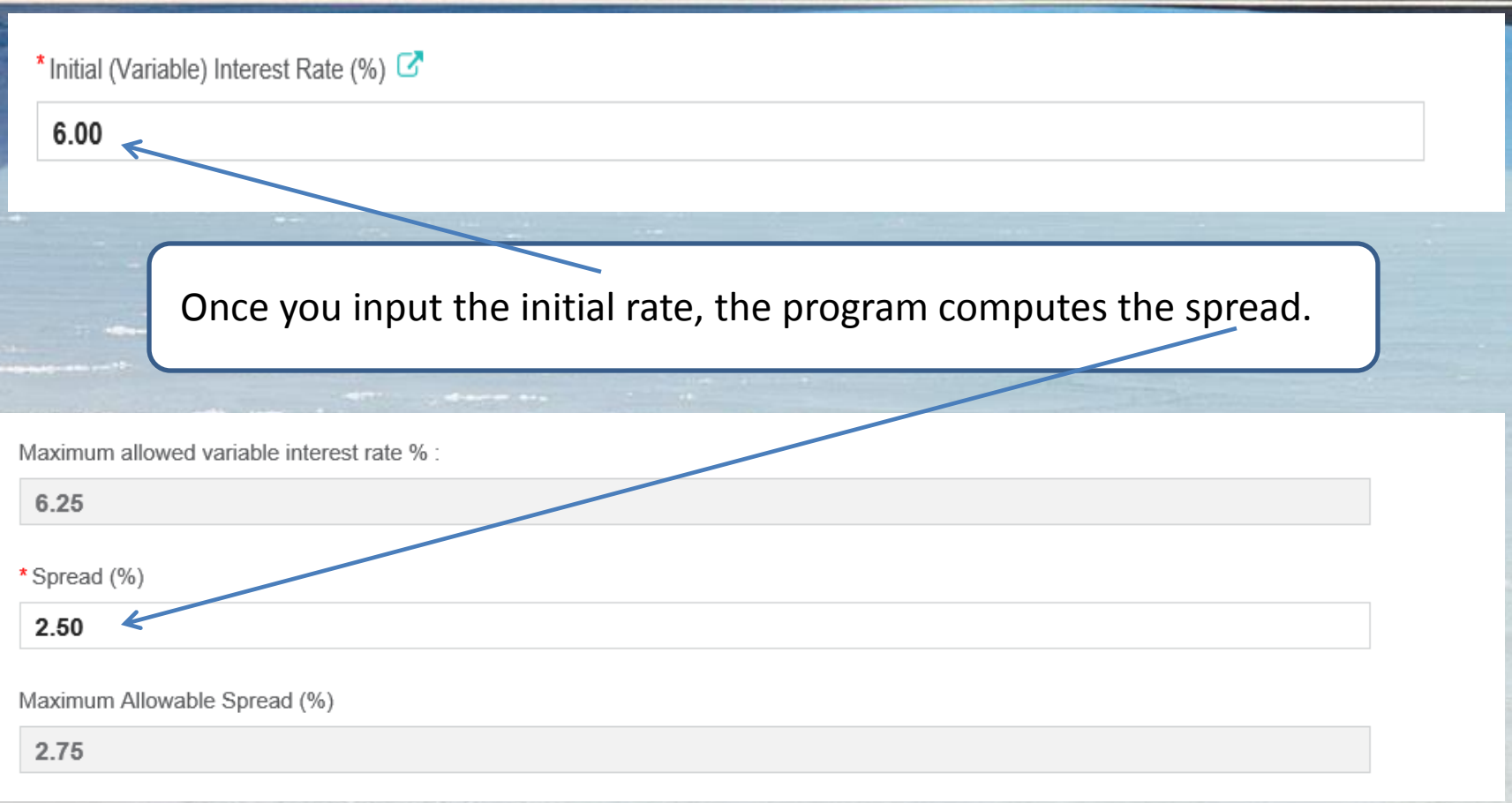
Your SBA Specialists

Terms & Conditions



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Terms & Conditions

* Rate Adjustment Frequency

Monthly

* Accrual Method

Actual 365

* Interest Rate Swap Interest Rate Swap Contracts

Yes No

* Ceiling and Floor Rate options

None

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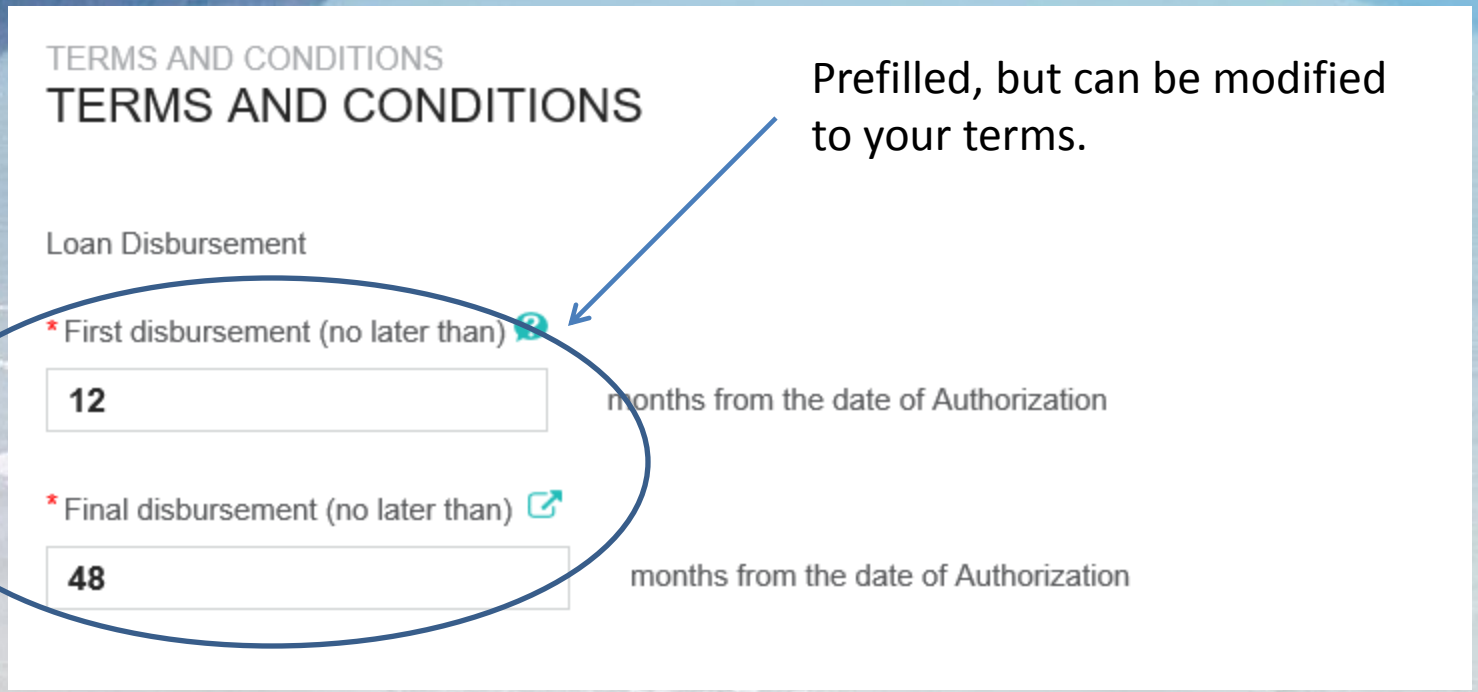
Your SBA Specialists

Terms & Conditions



Prefilled, but can be modified to your terms.

SBA Simplified
Your SBA Specialists

Terms & Conditions

TERMS AND CONDITIONS
TERMS AND CONDITIONS

Principal & Interest Repayments Schedule

* Select a payment term

Principal And Interest

* Payment Frequency

Monthly

* Payment Due Date

Ninth Calendar Day

* Principal and Interest Payment Amount ($)

$ 2,191.28

* Regular Payment Begins

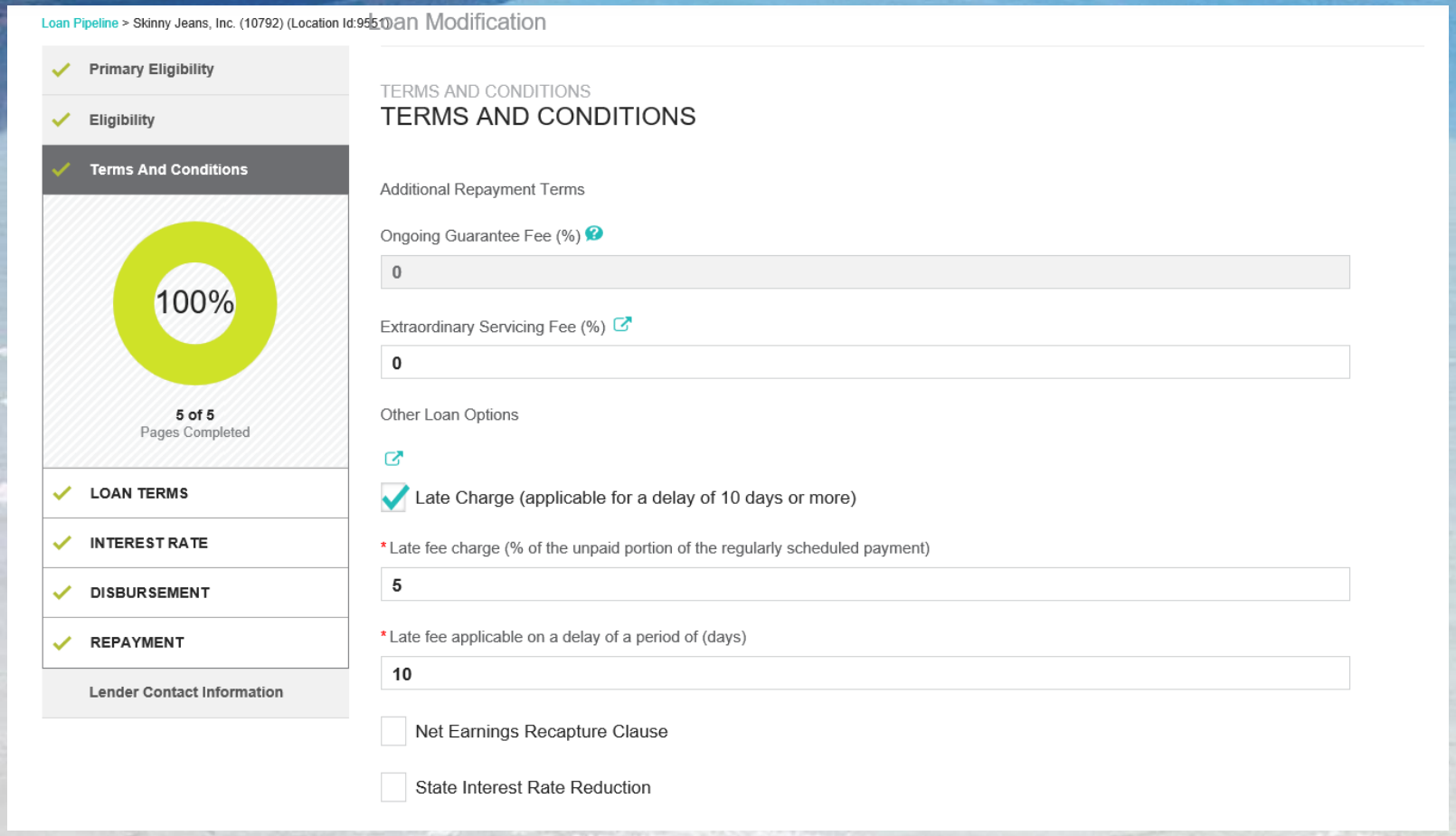
1 Month(s)

* From

(●) Date of Note ( ) Date of First Disbursement ( ) Date of Final Disbursement

SBA Simplified
Your SBA Specialists

Terms & Conditions



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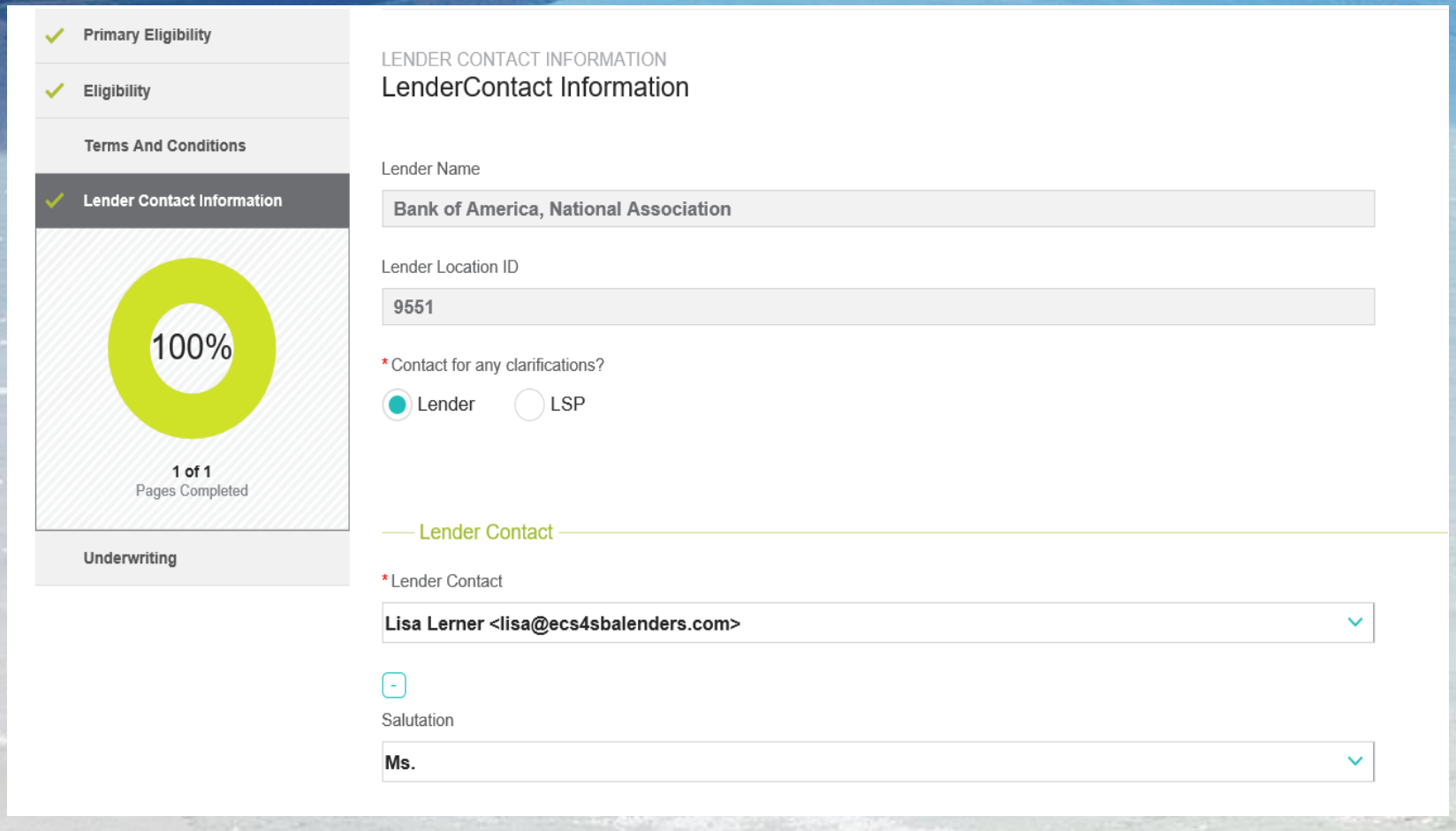
Your SBA Specialists

Lender Contact Information



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Your SBA Specialists

More on lender contact page

* First Name
Lisa

MI
G

* Last Name
Lerner

* Title
Loan Officer

* Phone Number
(602) 555-5656

Phone Ext

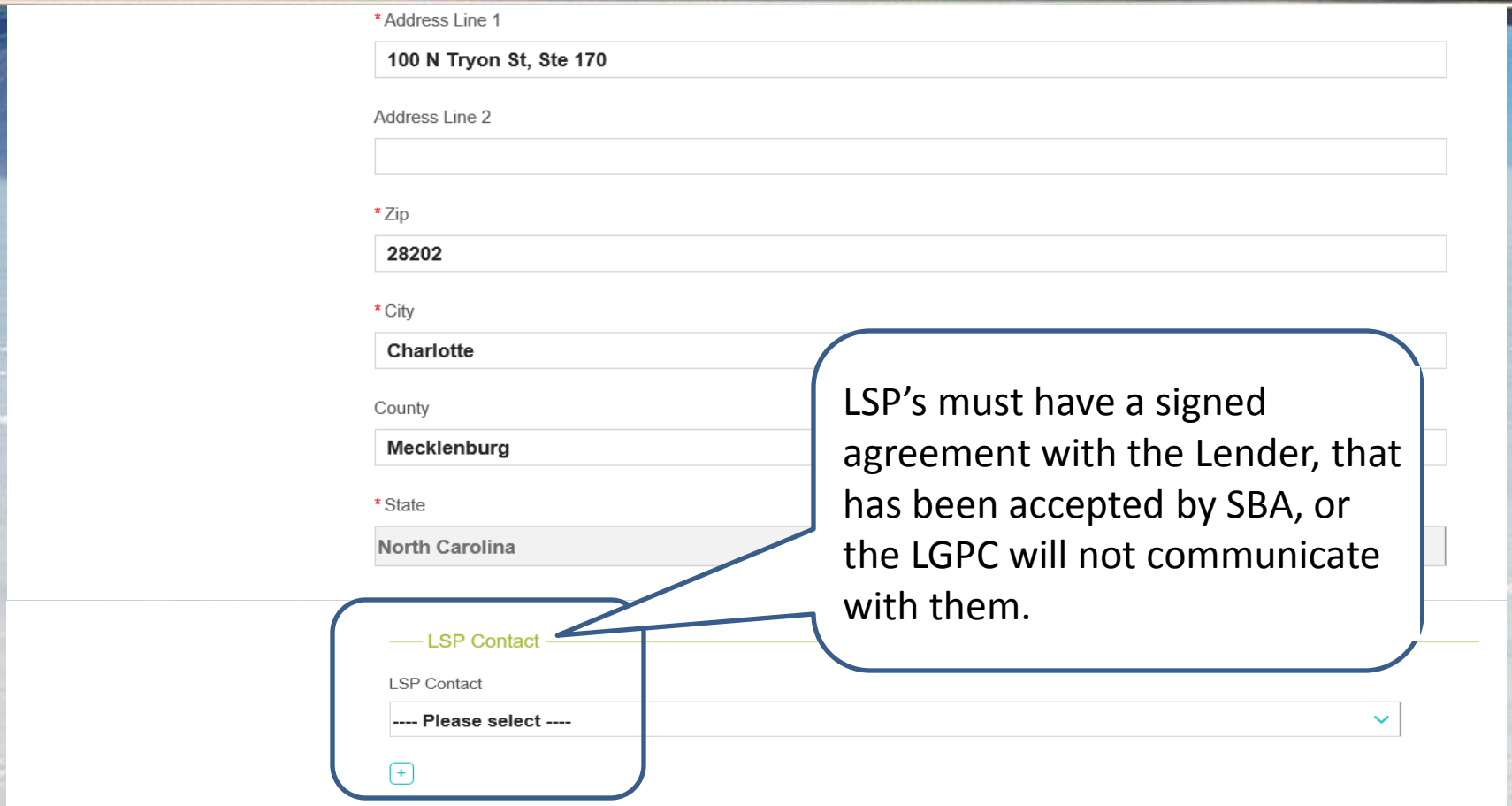
* Fax
(602) 555-5657

* Email
lisa@ecs4sbalenders.com

Confirm Email
lisa@ecs4sbalenders.com

SBA Simplified
Your SBA Specialists

Lender Contact Information



SBA Simplified
Your SBA Specialists

Underwriting-Credit Analysis

UNDERWRITING

Credit Analysis

* Loan Amount

$ 150,000

* Program Type

7a Small Loan - Delegated

* Usage of proceeds:

Purchase Equipment, Purchase Furniture, Fixtures or Equipment (FFE), Working Capital

SBA Simplified
Your SBA Specialists

Underwriting-Credit Analysis

* Please provide a brief description of the proposed project.

Make leasehold improvements at 1350 Sherman Ave. Coeur d'Alene, ID to open a new fitness club for women in Coeur d'Alene, ID.

* Please provide a brief description and summary of the business.

Tammy decided to open a club targeted for women because many of her female clients requested it, and has researched feasibility of opening a new facility with the local SBDC. She is aware that the facility must be open to men and is signing an affidavit to that effect, and that evidence that the facility is open to both men and women must be provided

* Please discuss the Length of time the business has been under its current management and the depth of management experience in the industry and/or a related industry.

Tammy has 7 years experience working in fitness clubs as a personal trainer, and previously owned a successful gift shop with 3 employees for 5 years. Management is considered adequate.

* Please provide the brief description of management team:

Tammy's sister Jennifer Jones is a CPA, and will be handling the financial portion of the business.

* Please comment on Lender's analysis of Owners/Guarantors, including personal financial statements, consistent with lender's similarly-sized non-SBA guaranteed commercial loans.

Tammy is single, and owns her home, but does not have much equity in it. She is putting $50,000 from her savings into the business, but other than personal property and a car, does not have any other assets that can be pledged.

SBA Simplified
Your SBA Specialists

Underwriting-Credit Analysis

* Please comment on reconciliation of applicant's financial data (or seller's if business acquisition) against income tax data (received in response to IRS Form 4506-T, Request for Transcript of Tax Return) and explain any significant differences. IRS Tax Verification

IRS 4506T was submitted on the principal and transcripts were received on 2/10/2016. No discrepancies were noted.

Total Project Sources Of Funds

Sources * Total per Source	Amount *
Equity Injection	$ 50,000
SBA Loan	$ 150,000
+ Add Source	$ 200,000

Total Project Uses Of Funds

Uses * Total per Category	Amount *
Tenant/Leasehol…	$ 50,000
Acquisition of Ma…	$ 100,000
Purchase Furnitu…	$ 10,000
Working Capital	$ 40,000
+ Add Use	$ 200,000

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Your SBA Specialists

Underwriting-Credit Analysis

* Is the Lender requiring an equity injection on this loan?

(•) Yes ( ) No

Injection Details:

Injections

Type of Injection *	Owner Type *	Owner Name *	Injection Amount *	Source of Injection / Description *	Description of How Funds will be Used
Cash-Personal	Principals/…		$ 50,000		›ay for leasehold improvements

+ Add Injection

$ 50,000

SBA Simplified
Your SBA Specialists

Underwriting-Credit Analysis

UNDERWRITING
Credit Analysis

* Are there any other loans on Standby?

( ) Yes (•) No

* Are the Borrower's equity and Pro Forma Debt/Worth acceptable based on its policies and procedures for its similarly-sized, non-SBA guaranteed commercial loans?

(•) Yes ( ) No

* Have you created a Debt Schedule showing the company's debts on what secures them? Debt Schedule

(•) Yes ( ) No

* Please comment on the Debt Schedule, particularly as it applies to any debt refinancing.

Company will have no other debt other than the SBA loan.

* Has the lender confirmed that none of the Lender's employees or agents have been debarred by accessing the SAM website?

(•) Yes ( ) No

Please indicate your financial statement reporting requirements and loan covenants for this loan:

* Borrower (or Operating Company, if EPC) must furnish

Compiled

year-end statements to Lender within [number of days, default is 120] days of fiscal end.

* Number of days

120

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Your SBA Specialists

Underwriting-Credit Analysis

Please select all desired covenants:

- [ ] Fixed Asset Limitation
- [ ] Location Limitation
- [ ] Limitation on Compensation
- [ ] Write your own

Please comment on any issues you feel pertinent to approval of this loan

SBA Simplified
Your SBA Specialists

Underwriting-Collateral

UNDERWRITING
Collateral

* Loan Amount

$ 150,000

* Program Type

7a Small Loan - Delegated

* Usage of proceeds:

Purchase Equipment, Purchase Furniture, Fixtures or Equipment (FFE), Working Capital

* Is lender securing a First Security Interest in all assets being purchased with loan proceeds?

(●) Yes ( ) No

* Is the lender securing best available lien on all other business fixed assets?

(●) Yes ( ) No

* Is lender requiring the same assets as security as it would if the loan was not guaranteed by SBA?

(●) Yes ( ) No

Additional Comments on Collateral, including Adequacy:

Collateral is not adequate, but all that is available.

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Collateral Details

Collateral Details :

If collateral is to be included in security agreement and financing statement, include the collateral in this matrix even if its value is zero (e.g. accounts receivable, not yet generated for a start up medical practice) and enter the number ONE in the collateral value column.

Collateral Summary

Collateral Type *	Lien Position *	Collateral Value *	Existing Lien Balance *	Value % *	Value *
Machinery & E…	1st	$ 100,000	$ 0	75	$ 75,000
Furniture, Fixtu…	1st	$ 60,000	$ 0	10	$ 6,000
Accounts Rece…	1st	$ 1	$ 0	10	$ 0
+ Add Collateral		$ 160,001			$ 81,000

Describe any additional collateral conditions that should be added to the Loan Authorization

Landlord's lien waiver.

* Is any of the collateral located in a Flood area?

Yes No

Detail must be completed to save this section.

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Collateral Detail

Detail

* Description of Collateral	**Exercise equipment**
* Collateral Owner Type	☑ Borrower/Co-Borrower ☐ Principal/Guarantor ☐ Other Owner(s)
* Collateral Owner Name	Skinny Jeans, Inc.
* Collateral Address	1350 Sherman Avenue, Coeur D Alene, ID, 83814
* Street Address	**1350 Sherman Avenue**
* Zip Code	**83814**
* City	**Coeur D Alene**
* County	Kootenai
* State	Idaho

* Basis for Valuation	Purchase price
* After-Acquired Clause	Acquired with loan or project proceeds, including all re…
Comments	

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Your SBA Specialists

Underwriting-Collateral

UNDERWRITING
Collateral General

* Is the business/collateral located on leased premises?

(•) Yes ( ) No

* How many of the business locations are leased?

1

UNDERWRITING
COLLATERAL GENERAL

* Leased Premises Address

1350 Sherman Avenue, Coeur d'Alene, ID 83814

* Please select one of the lease terms below to include in the loan authorization. Reference guidance to ensure term matches SOP 50-10 requirements:

Lease for the term of the loan

* Are there fixtures (attached to the property) or equipment installed to the building?

( ) Yes (•) No

* By selecting one of the choices below, show how you are protecting the collateral on leased premises from a landlord's lien

( ) Lender is obtaining a Collateral Assignment of Lease

(•) Lender is obtaining a written agreement from all Lessors (including sublessors) agreeing to: (1) Subordinate to Lender the Lessor's interest, if any, in this property; (2) Provide Lender written notice of default and reasonable opportunity to cure the default; and (3) Allow Lender the right to take possession and dispose of or remove the collateral.

( ) Lender has not obtained a Landlord's Lien Waiver or Assignment

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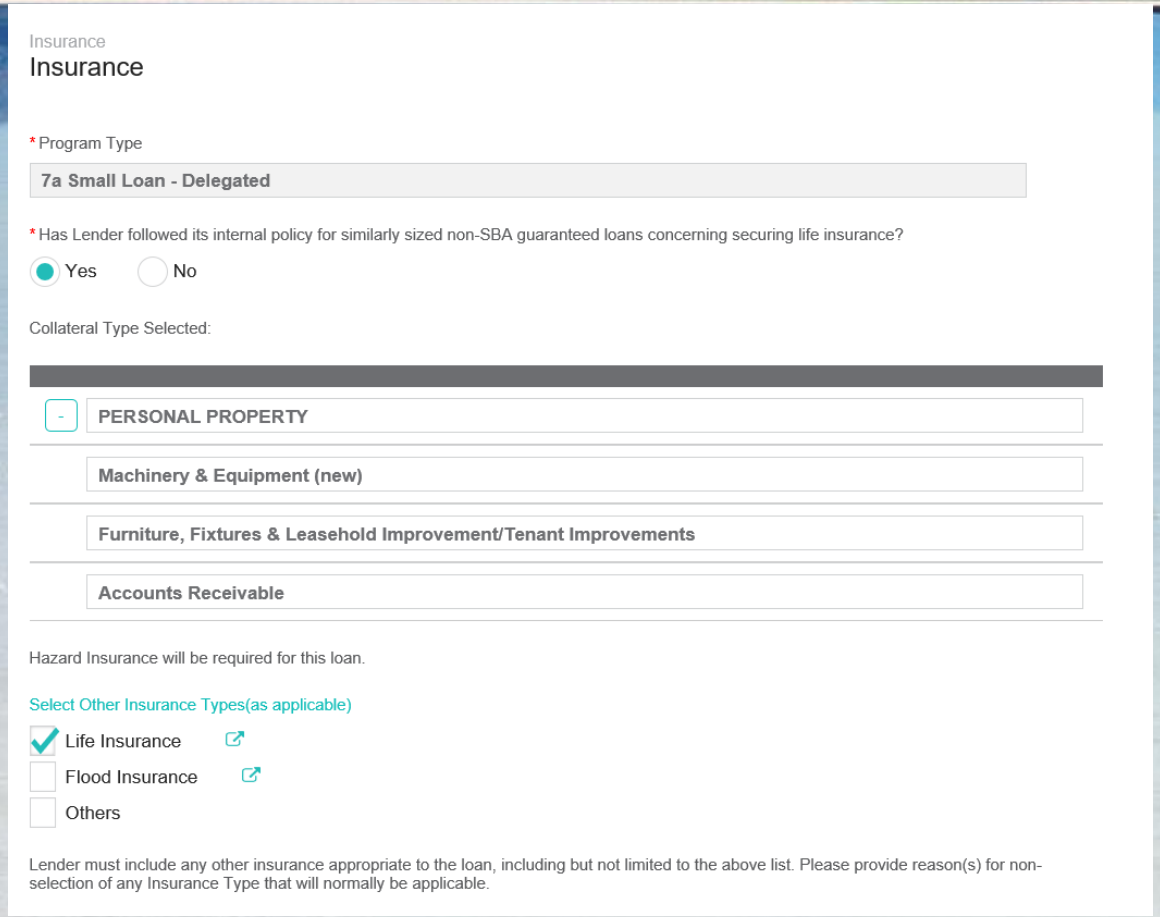
Your SBA Specialists

Insurance



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Hazard Insurance

Insurance

Hazard Insurance

* Is there any collateral (Real Estate & Personal Property) where the required Hazard insurance will not be obtained?

(○) Yes (●) No

☐ Additional Coverage

Collateral Type :

PERSONAL PROPERTY

* Please select one:

(●) Coverage is in the amount of the full replacement cost.
(○) Coverage is for the maximum insurable value (full replacement cost insurance is not available)
(○) Coverage as defined in lender's policies, if different.

* Insurance coverage contains a LENDER LOSS PAYABLE CLAUSE (or substantial equivalent) in favor of the lender.

(●) Yes (○) No

Additional Details

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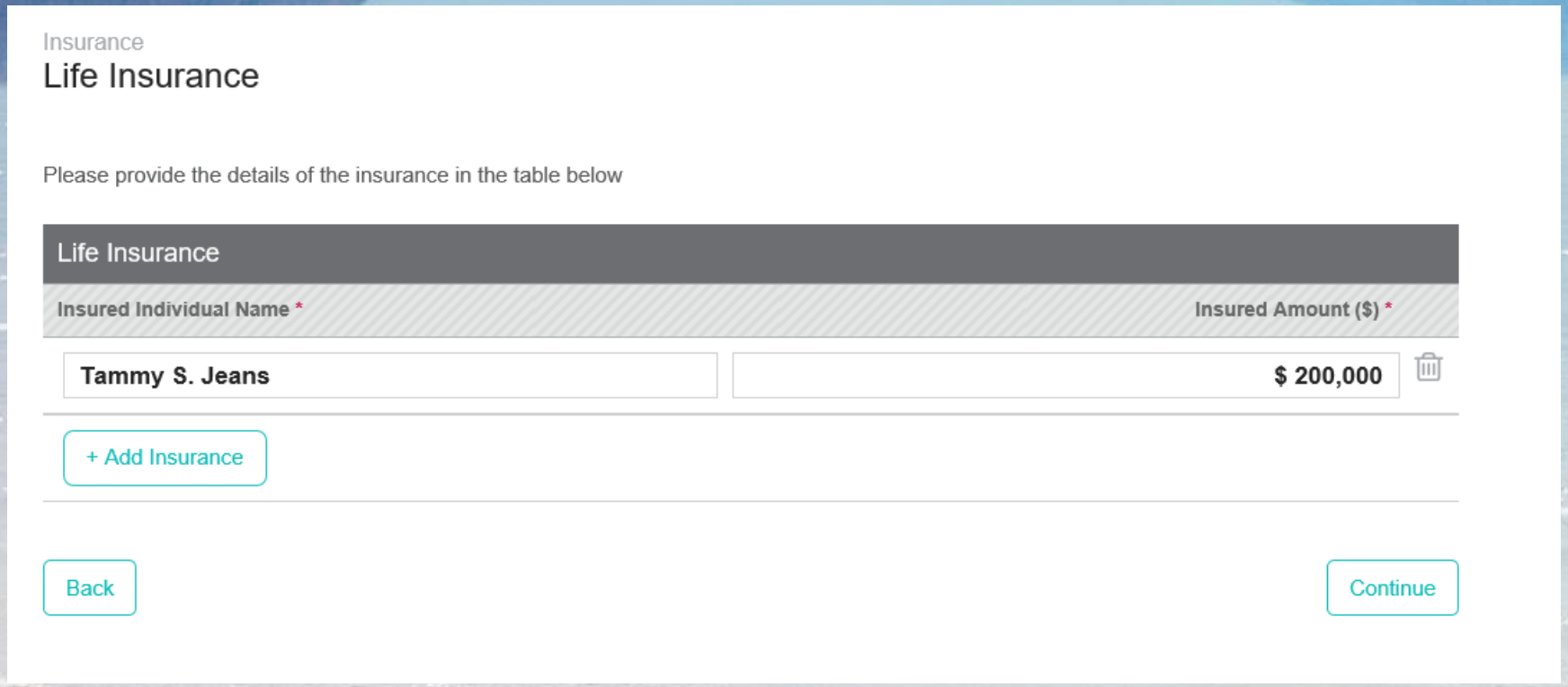
Your SBA Specialists

Life Insurance



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When Input is Complete

You have reached the end of the loan details. Please review the left pane now - If any loan section from Primary Eligibility to Insurance does not have a green check mark, please review and complete that section now.

If all of the sections are complete, go to the Documents tab at the upper right of the screen. Once there, you must select the loan where you may generate, review and send the documents for signature. You may also add any documents that may be missing (using the Edit & Upload icon).

Finally, you may also review the Draft Loan Authorization (tab 3) to make sure that the terms of the loan are what you had anticipated.

Once you have the documents signed, please select "Validate E-Tran and view E-TRAN response". Once validated (there are no E-TRAN errors), you may select "Submit to E-Tran". E-Tran's response will be almost immediate and you can view the approval via E-TRAN response. You will be able to proceed to Closing once the loan is approved and an E-Tran loan number is posted.

Review Loan | View Documents

SURANCE

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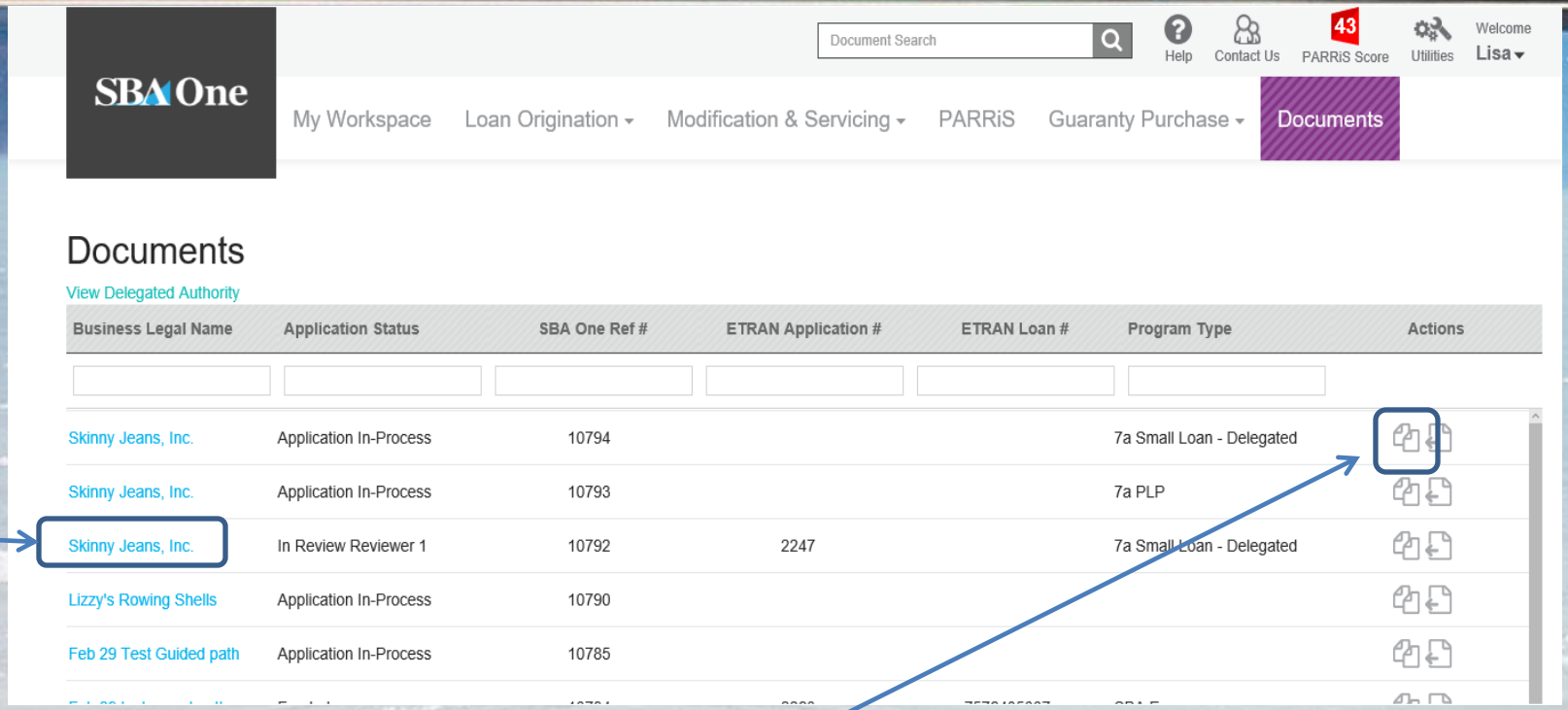
Your SBA Specialists

How to get documents



- If you select the “2 pages icon”, the program will make a copy of the loan.
- Icon with arrow moves a loan.
- Select the NAME in blue.

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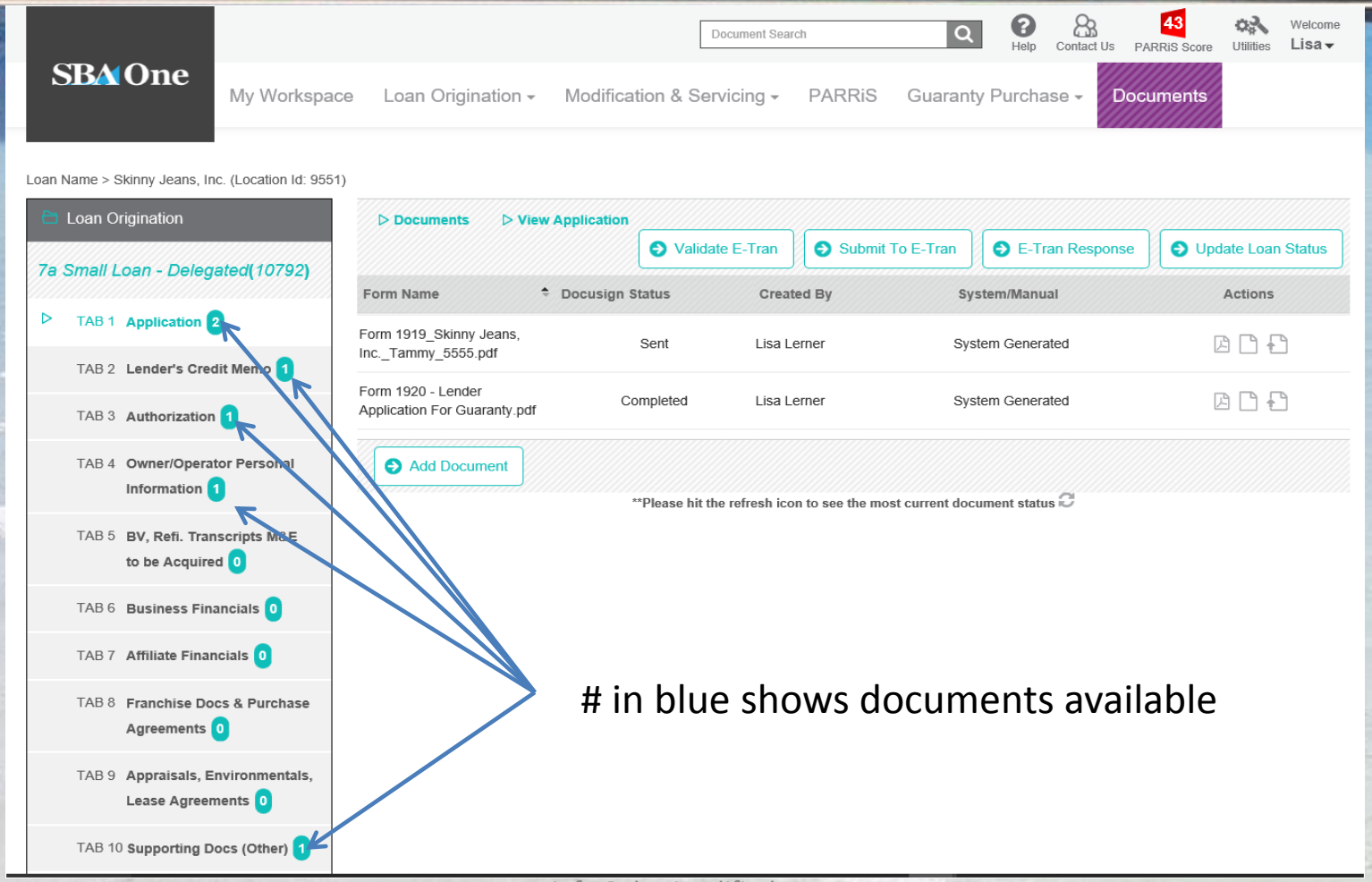
Your SBA Specialists

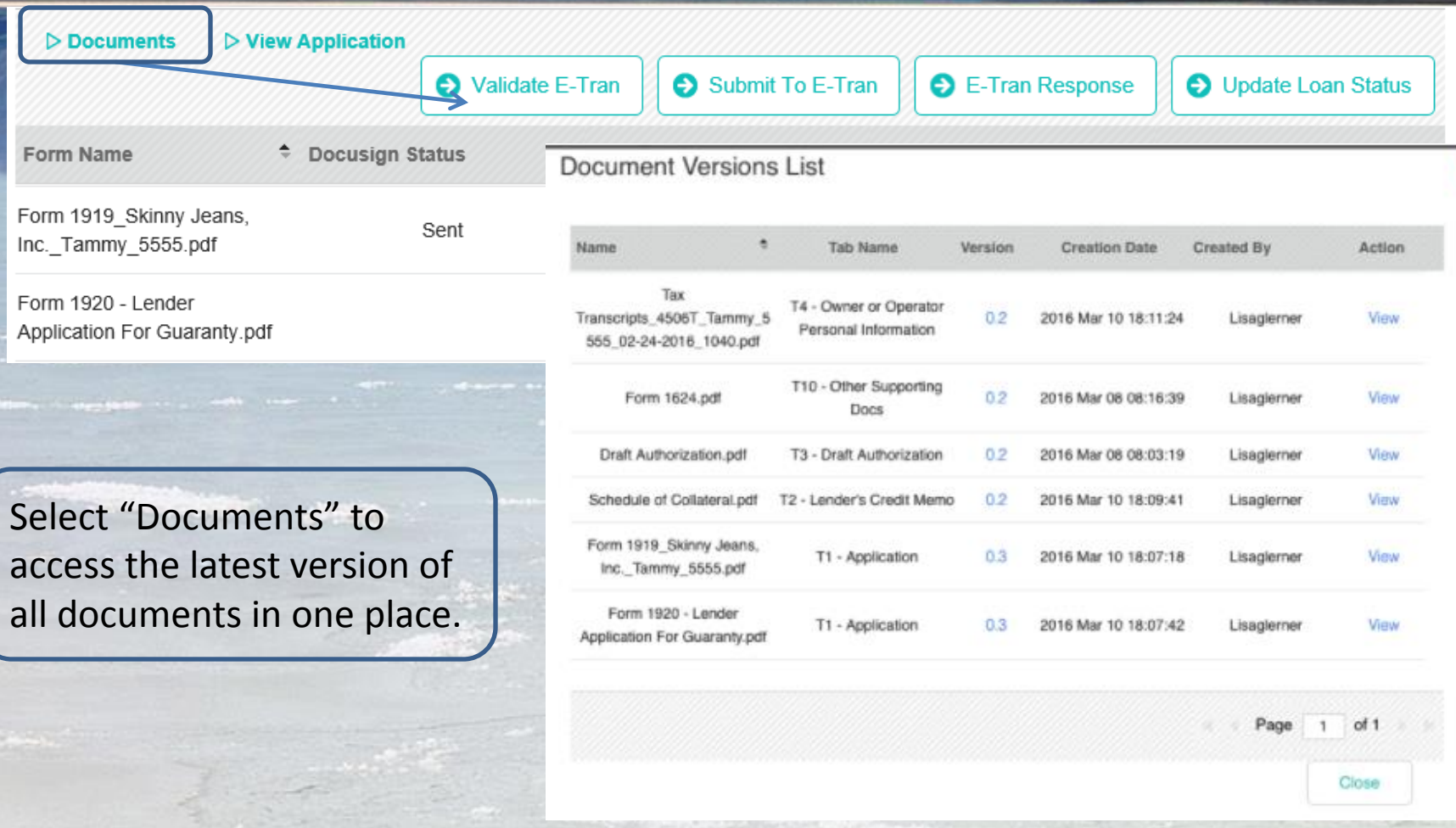
Getting Documents



in blue shows documents available

SBA Simplified
Your SBA Specialists

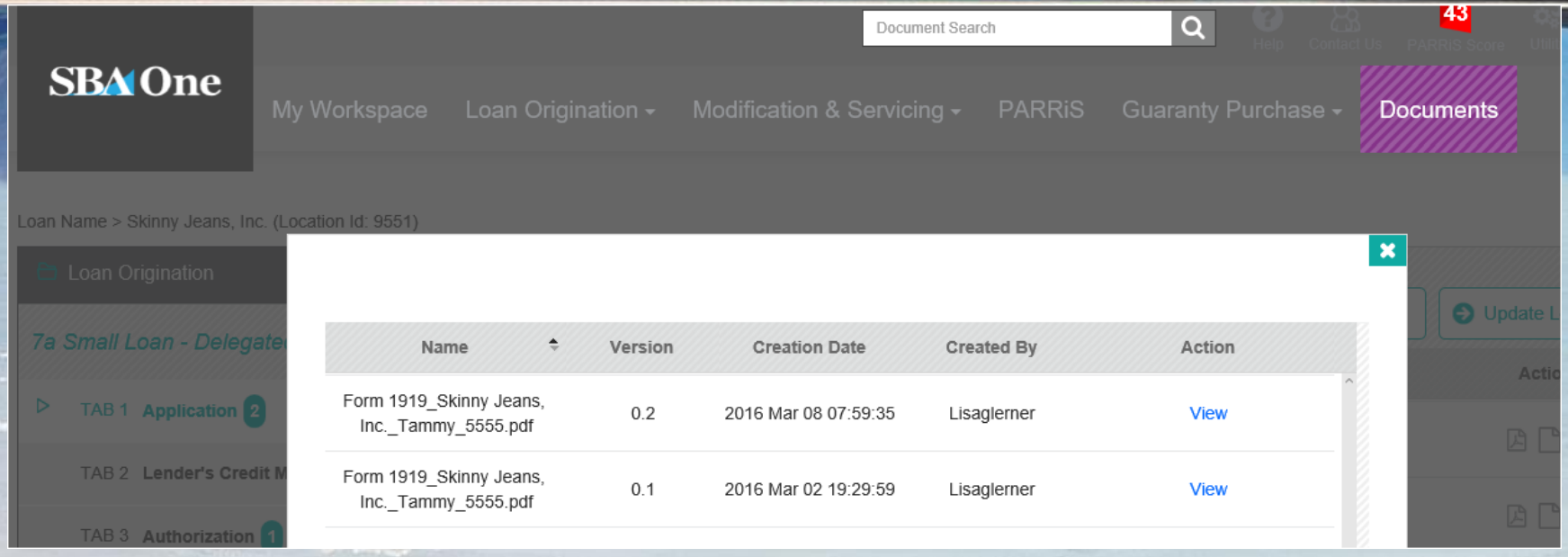
Getting Documents



Select “Documents” to access the latest version of all documents in one place.

SBA Simplified
Your SBA Specialists

Viewing Documents



Generation of the document has been initiated.Please click on refresh icon after sometime to check the status.

Ok

SBA Simplified
Your SBA Specialists

SBA 1919

OMB Control No.: 3245-0348
Expiration Date: 04/17/2017

BORROWER INFORMATION FORM
For use with all 7(a) Programs

The purpose of this form is to collect identifying information about the applicant, loan request, indebtedness, information about the principals, information about current or previous government financing, and certain other disclosures. The information also facilitates background checks as authorized by Section 7(a)(1)(B) of the Small Business Act, 15 U.S.C. 636 (a)(1)(B). This form is to be completed by the Small Business Applicant and submitted to an SBA Participating Lender.

To be completed by the following:
(With the exception of guarantors, all parties listed below are considered "Associates" of the small business applicant.)

- For a sole proprietorship, the sole proprietor;
- For a partnership, all general partners and all limited partners owning 20% or more of the
- For a corporation, all owners of 20% or more of the corporation and each officer and director
- For limited liability companies (LLCs), all members owning 20% or more of the company, each officer, director, and managing member;
- Any person hired by the business to manage day-to-day operations; and
- Any other person who is guaranteeing the loan, if required by SBA.

For clarification regarding any of the questions, you should contact the SBA Participating Lender that will be processing the loan request.

NAME OF BUSINESS APPLYING FOR LOAN ("APPLICANT"): Skinny Jeans, Inc.

YOUR NAME: Tammy S Jeans TITLE: President

SOCIAL SECURITY NUMBER: 312-52-5555 DATE OF BIRTH: 02/17/1975

PLACE OF BIRTH (City & State or Foreign Country): Pueblo Colorado

Veteran**	1=Non-Veteran; 2=Veteran-Other; 3=Service-Disabled Veteran; 4=Not Disclosed.
Gender**	M=Male; F=Female; N=Not Disclosed
Race**	1=American Indian or Alaska Native; 2=Asian; 3=Black or African-American; 4=Native Hawaiian or Pacific Islander; 5=White; X=Not Disclosed
Ethnicity**	H=Hispanic or Latino; N=Not Hispanic or Latino; Y=Not Disclosed

List proprietors, partners, officers, directors, all holders of outstanding stock. 100% of ownership must be shown. Use separate sheet if necessary. Please reference the above codes to complete this table for each owner of the applicant business. More than one race may be selected.

Owner	% Owned	Veteran	Gender	Race	Ethnicity
Tammy S Jeans	100	1	F	5	N

** **The gender/race/ethnicity/veteran data is collected for program reporting purposes only. Disclosure is voluntary and has no bearing on the credit decision.**

ALL QUESTIONS MUST BE ANSWERED AND ARE SUBJECT TO VERIFICATION BY SBA

(1) Are you presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction? ..... Yes ☐ No ☒

(2) Have you been arrested in the past six months for any criminal offense? ..... Yes ☐ No ☒

(3) 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 ☒

(4) Has an application for the loan you are applying for now ever been submitted to SBA or to a

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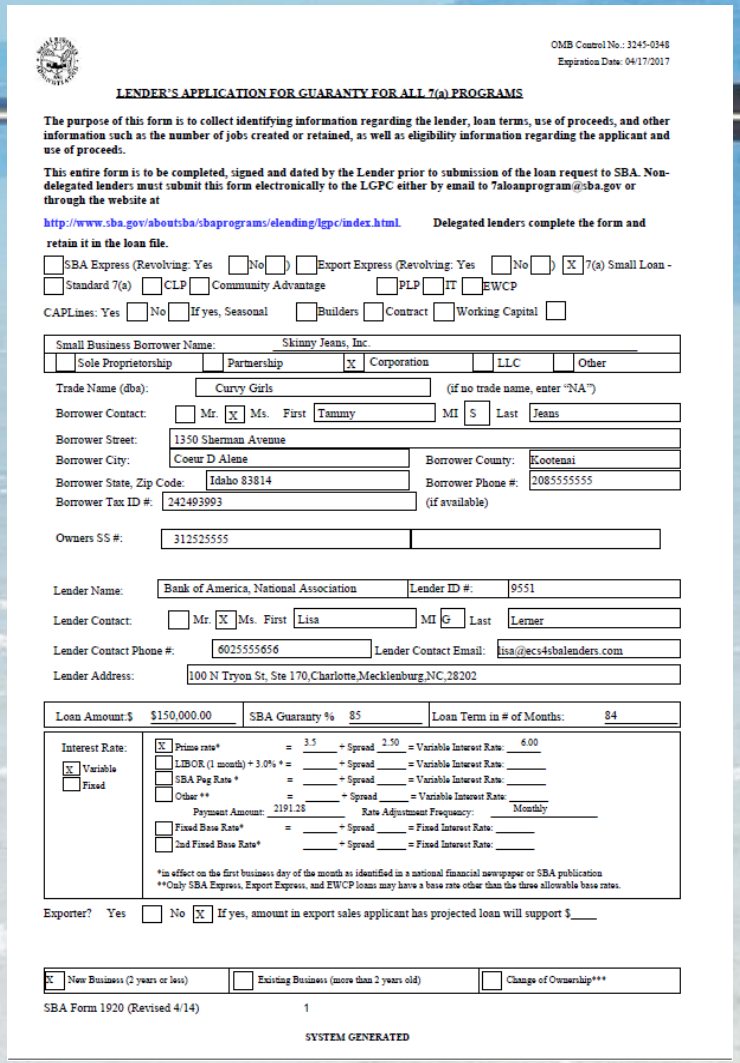
SBA 1920

Check to make sure it matches what you wanted before you submit to E-Tran!



OMB Control No.: 3245-0348
Expiration Date: 04/17/2017

LENDER'S APPLICATION FOR GUARANTY FOR ALL 7(a) PROGRAMS

The purpose of this form is to collect identifying information regarding the lender, loan terms, use of proceeds, and other information such as the number of jobs created or retained, as well as eligibility information regarding the applicant and use of proceeds.

This entire form is to be completed, signed and dated by the Lender prior to submission of the loan request to SBA. Non-delegated lenders must submit this form electronically to the LGPC either by email to 7aloanprogram@sba.gov or through the website at

http://www.sba.gov/aboutsba/sbaprograms/elending/lgpc/index.html. Delegated lenders complete the form and retain it in the loan file.

[ ] SBA Express (Revolving: Yes [ ] No [ ]) [ ] Export Express (Revolving: Yes [ ] No [ ]) [X] 7(a) Small Loan - [ ] Standard 7(a) [ ] CLP [ ] Community Advantage [ ] PLP [ ] IT [ ] EWCP

CAPLines: Yes [ ] No [ ] If yes, Seasonal [ ] Builders [ ] Contract [ ] Working Capital [ ]

Small Business Borrower Name:	Skinny Jeans, Inc.				
[ ] Sole Proprietorship	[ ] Partnership	[X] Corporation	[ ] LLC	[ ] Other	
Trade Name (dba):	Curvy Girls	(if no trade name, enter "NA")			
Borrower Contact:	[ ] Mr. [X] Ms. First: Tammy	MI: S	Last: Jeans		
Borrower Street:	1350 Sherman Avenue				
Borrower City:	Coeur D Alene	Borrower County:	Kootenai		
Borrower State, Zip Code:	Idaho 83814	Borrower Phone #:	2085555555		
Borrower Tax ID #:	242493993	(if available)			
Owners SS #:	312525555				
Lender Name:	Bank of America, National Association	Lender ID #:	9551		
Lender Contact:	[ ] Mr. [X] Ms. First: Lisa	MI: G	Last: Lerner		
Lender Contact Phone #:	6025555656	Lender Contact Email:	lisa@ecs4sbalenders.com		
Lender Address:	100 N Tryon St, Ste 170,Charlotte,Mecklenburg,NC,28202				
Loan Amount:$	$150,000.00	SBA Guaranty %: 85	Loan Term in # of Months:	84	

Interest Rate: [X] Variable [ ] Fixed

- [X] Prime rate* = 3.5 + Spread 2.50 = Variable Interest Rate: 6.00
- [ ] LIBOR (1 month) + 3.0% * = ____ + Spread ____ = Variable Interest Rate: ____
- [ ] SBA Peg Rate * = ____ + Spread ____ = Variable Interest Rate: ____
- [ ] Other ** = ____ + Spread ____ = Variable Interest Rate: ____

Payment Amount: 2191.28 Rate Adjustment Frequency: Monthly

- [ ] Fixed Base Rate* = ____ + Spread ____ = Fixed Interest Rate: ____
- [ ] 2nd Fixed Base Rate* ____ + Spread ____ = Fixed Interest Rate: ____

*in effect on the first business day of the month as identified in a national financial newspaper or SBA publication
**Only SBA Express, Export Express, and EWCP loans may have a base rate other than the three allowable base rates.

Exporter? Yes [ ] No [X] If yes, amount in export sales applicant has projected loan will support $____

[X] New Business (2 years or less) [ ] Existing Business (more than 2 years old) [ ] Change of Ownership***

SBA Form 1920 (Revised 4/14) 1

SYSTEM GENERATED

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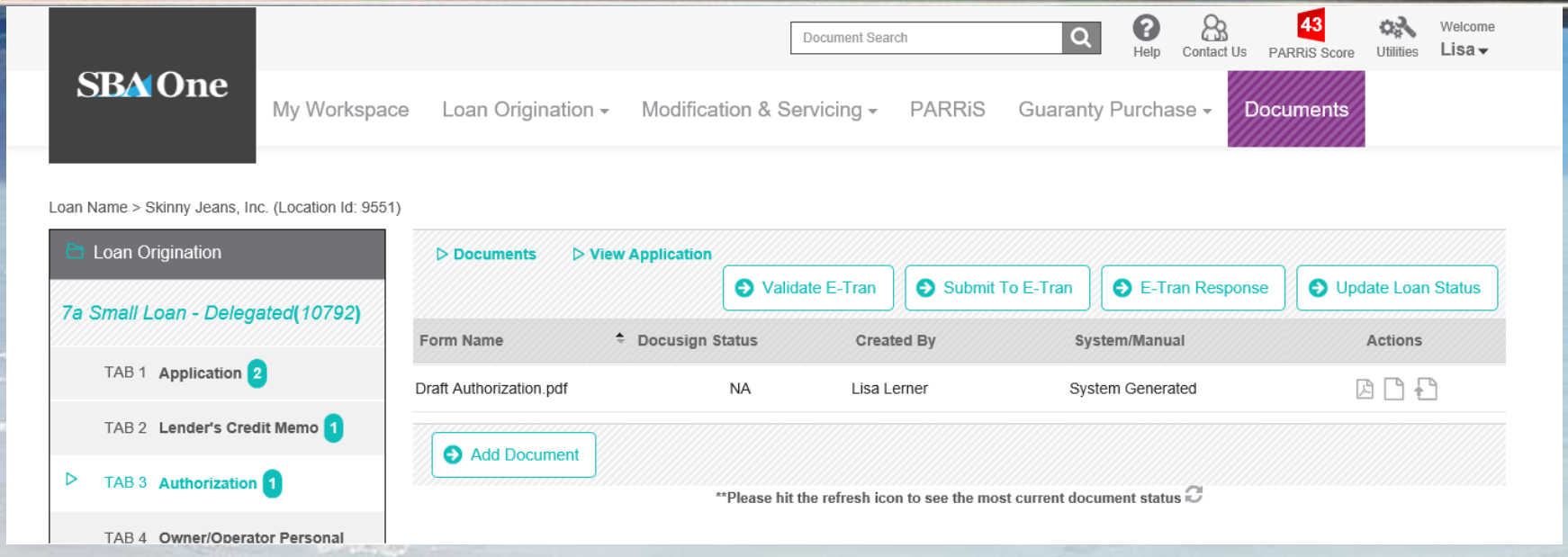
Draft Authorization



Name	Version	Creation Date	Created By	Action
Draft Authorization.pdf	0.2	2016 Mar 08 08:03:19	Lisaglerner	View
Draft Authorization.pdf	0.1	2016 Mar 02 19:59:08	Lisaglerner	View

Note: Every time you view a document it creates a new version. Use the most recent.

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Draft Authorization

U.S. Small Business Administration
AUTHORIZATION
(SBA GUARANTEED LOAN)

SBA Loan #	
SBA Loan Name	Curvy Girls
Approval Date	

Lender:
Bank of America, National Association
100 N Tryon St, Ste 170
Charlotte, NC 28202

U. S. Small Business Administration (SBA):
Small Business Administration
409 3rd St. SW
Washington DC 20416

SBA approves, under Section 7(a) of the Small Business Act as amended, Lender's application, received , for SBA to guarantee 85% of a loan ("Loan") in the amount of $150,000.00 to assist:

Borrower:

1 Skinny Jeans, Inc.
Curvy Girls
1350 Sherman Avenue
Coeur D Alene, ID 83814

All requirements in the Authorization which refer to Borrower also apply to any Co-Borrower.

A. THE GUARANTEE FEE IS

Lender must pay the guarantee fee within 90 days of the approval date of this Authorization. Failure to timely pay the guarantee fee will result in cancellation of the SBA guarantee. The 90-day deadline may not be extended. Lenders are required to make their payments electronically. Payment can be made at www.pay.gov or by ACH if they enrolled with the SBA. No part of the guarantee fee is refundable if Lender has made any disbursement. Lender may collect this fee from Borrower after initial disbursement of Loan, except when an escrow closing is used, Lender may not collect the fee until all Loan funds have been disbursed to the Borrower from the escrow account. Borrower may use Loan proceeds to reimburse Lender for the guarantee fee.

For loans of $150,000 or less, Lender may retain 25% of any required guarantee fee but must remit the remainder to SBA.

No guarantee fee on this one since only $150,000.

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Authorization-Use of Proceeds

F. USE OF PROCEEDS

1. $ 100,000.00 to purchase equipment.
2. $ 10,000.00 to purchase fixtures
3. $ 40,000.00 for working capital.

All amounts listed above are approximate. Lender may not disburse Loan proceeds solely to pay the guarantee fee. Lender may disburse to Borrower, as working capital only, funds not spent for the listed purposes as long as those funds do not exceed 10% of the specific purpose authorized or $50,000.00, whichever is less. An Eligible Passive Company may not receive working capital funds or funds to be used for the purchase of other assets, including intangible assets, for the Operating Company's use.

The loan must be made for a sound business purpose and must benefit the small business, and one 7(a) loan may not be split into two 7(a) loans merely to benefit the Lender. 13 CFR 120.120 and 120.130(e).

Lender must document that Borrower used the loan proceeds for the purposes stated in this Authorization. When closing a '7a Small Loan,' Lender must use the same closing and disbursement documentation as it uses for its similarly-sized non-SBA guaranteed commercial loans.

G. COLLATERAL CONDITIONS

Lender must obtain a lien on 100% of the interests in the following collateral and properly perfect all lien positions.

The following language must appear in Lender's Guarantee when Lender uses its own Guarantee.

"When SBA is the holder, this Note and this Guarantee will be interpreted and enforced under federal law, including SBA regulations. Lender or SBA may use state or local procedures for filing papers, recording documents, giving notice, foreclosing liens, and other purposes. By using such procedures, SBA does not waive any federal immunity from state or local control, penalty, tax or liability. As to this Guarantee, Guarantor may not claim or assert against SBA any local or state law to deny any obligation, defeat any claim of SBA, or preempt federal law."

1. First perfected security interest, subject to no other liens in the following personal property (including any proceeds and products), Whether now owned or later acquired, wherever located owned by Skinny Jeans, Inc.
Accounts Receivable

2. First perfected security interest, subject to no other liens in the following personal property (including any proceeds and products), Acquired with loan or project proceeds, including all replacements and substitutions, wherever located owned by Skinny Jeans, Inc.
Machinery & Equipment (new), Furniture, Fixtures & Leasehold Improvement/Tenant Improvements

Note change from 2011 Wizard – Lender can now make changes up to $50,000 without further documentation.

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SBA Authorization

- **Authority to Conduct Business** - Evidence that Borrower and Operating Company have an Employer Identification Number and all insurance, licenses, permits and other approvals necessary to lawfully operate the business.
- **Flood Hazard Determination** - A completed Standard Flood Hazard Determination (FEMA Form 81-93).
- **Lease**— Current lease(s) on all business premises where collateral is located at 1350 Sherman Avenue, Coeur d'Alene, ID 83814 with term, including options, at least as long as the term of the Loan.

- **Injection**

Lender must obtain evidence that prior to disbursement:

1 Cash Injection- At least $50,000.00 by way of Cash-Personal has been injected into the business as equity capital. This cash is for Leasehold improvements.

Information entered into the Program shows up in the authorization.

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Draft Authorization in Word

U.S. Small Business Administration

AUTHORIZATION

(SBA GUARANTEED LOAN)

SBA Loan #	
SBA Loan Name	Curvy Girls
Approval Date	

Lender:
Bank of America, National Association
100 N Tryon St, Ste 170
Charlotte, NC 28202

U. S. Small Business Administration (SBA):
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Borrower:

1 Skinny Jeans, Inc.
Curvy Girls
1350 Sherman Avenue
Coeur D Alene, ID 83814

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If Going to the LGPC

- Lender must upload ALL documents and financial statements according to the normal 10-Tab Format
- Use naming convention noted on SBA website.
- Upload your internal credit memo under Tab 2.

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Schedule of Collateral

- Tab 2 – Lender Credit Memo contains only the Schedule of Collateral at this time. Credit memo pending.
- Good idea to check to make sure it matches your internal credit memo.

Schedule of Collateral

Collateral Type	Collateral Description	Collateral Owner Name	Lien Position	Collateral Values	Existing Lien Balance(s)	Existing Lien Holder Name(s)	Value %	Value
Machinery & Equipment (new)	Exercise equipment	Skinny Jeans, Inc.	1st	$100,000.00	0		75	$75,000.00
Furniture, Fixtures & Leasehold Improvement/Tenant Improvements	Leasehold Improvements, furniture, office equipment	Skinny Jeans, Inc.	1st	$60,000.00	0		10	$6,000.00
Accounts Receivable	Accounts Receivable	Skinny Jeans, Inc.	1st	$1.00	0		10	$0.00

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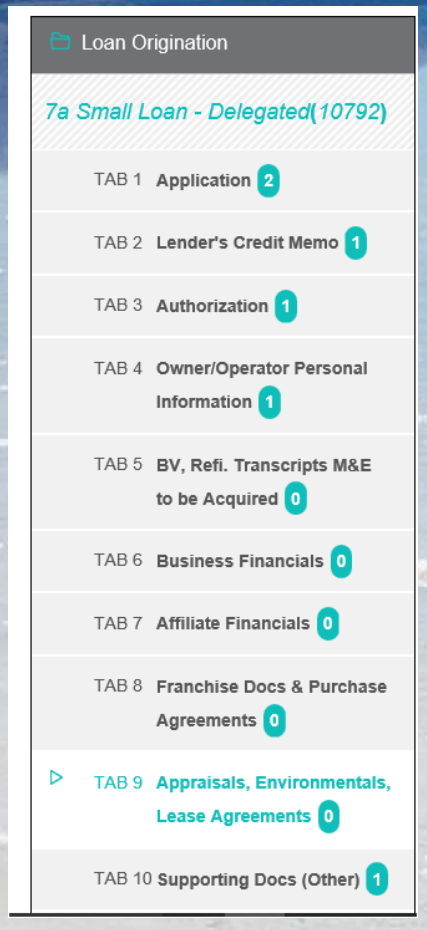
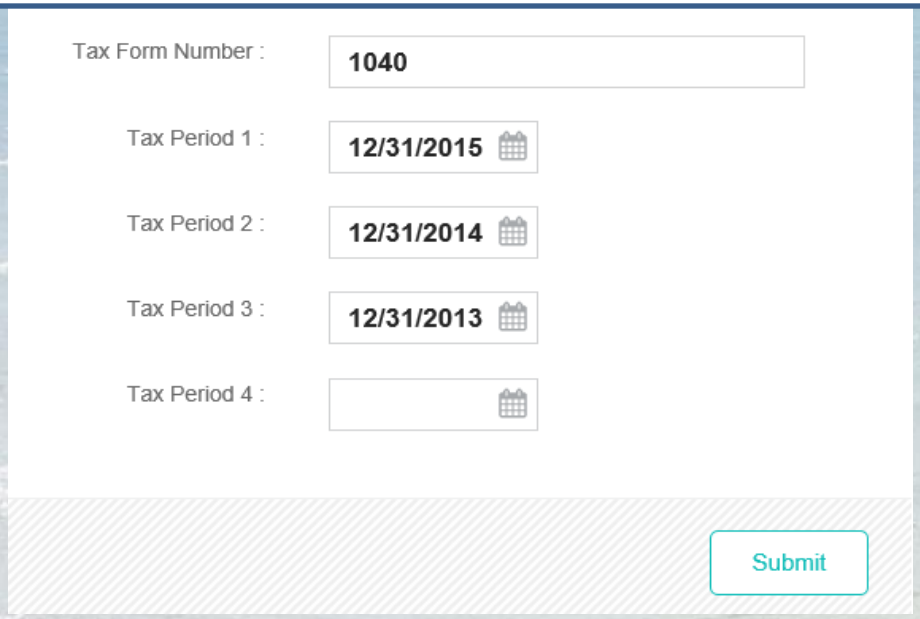
Completing the Tabs



- Tab 4 – Wants to know what returns are being requested and the dates so it can prepare an IRS 4506T if desired.



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IRS 4506T – System Generated

Form 4506-
(Rev. September 2015)
Department of the Treasury
Internal Revenue Service

Request for Transcript of Tax Return

▶ **Do not sign this form unless all applicable lines have been completed.**
▶ **Request may be rejected if the form is incomplete or illegible.**
▶ **For more information about Form 4506-T, visit *www.irs.gov/form4506t*.**

OMB No. 1545-1872

Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Get a Tax Transcript..." under "Tools" or call 1-800-908-9946. If you need a copy of your return, use Form 4506, Request for Copy of Tax Return. There is a fee to get a copy of your return.

1a Name shown on tax return. If a joint return, enter the name shown first.	1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)
Tammy S Jeans	312525555
2a If a joint return, enter spouse's name shown on tax return.	2b Second social security number or individual taxpayer identification number if joint tax return

3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)
1340 4th Avenue,Coeur D Alene,Idaho-83814

4 Previous address shown on the last return filed if different from line 3 (see instructions)

5 If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number.

Caution: If the tax transcript is being mailed to a third party, ensure that you have filled in lines 6 through 9 before signing. Sign and date the form once you have filled in these lines. Completing these steps helps to protect your privacy. Once the IRS discloses your tax transcript to the third party listed on line 5, the IRS has no control over what the third party does with the information. If you would like to limit the third party's authority to disclose your transcript information, you can specify this limitation in your written agreement with the third party.

6 Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶ 1040

a Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-H, Form 1120-L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days ☐

b Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 10 business days ☐

c Record of Account, which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 10 business days ☐

7 Verification of Nonfiling, which is proof from the IRS that you did not file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days ☐

8 Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript. The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2011, filed in 2012, will likely not be available from the IRS until 2013. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 10 business days ☐

Caution: If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.

9 Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately.

12 / 31 / 2015	12 / 31 / 2014	12 / 31 / 2013	/ /

Caution: Do not sign this form unless all applicable lines have been completed.

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. See instructions.

Phone number of taxpayer on line 1a or 2a

- Can be sent to DocuSign for customer electronic signature and edited before sending to IRS.
- Need to add Lender information to return information to, and previous addresses, if any.

Signer Email Details:

Type	Name	Email	Access Code	How to communicate
Principal			355583	via Email / In Person

OK

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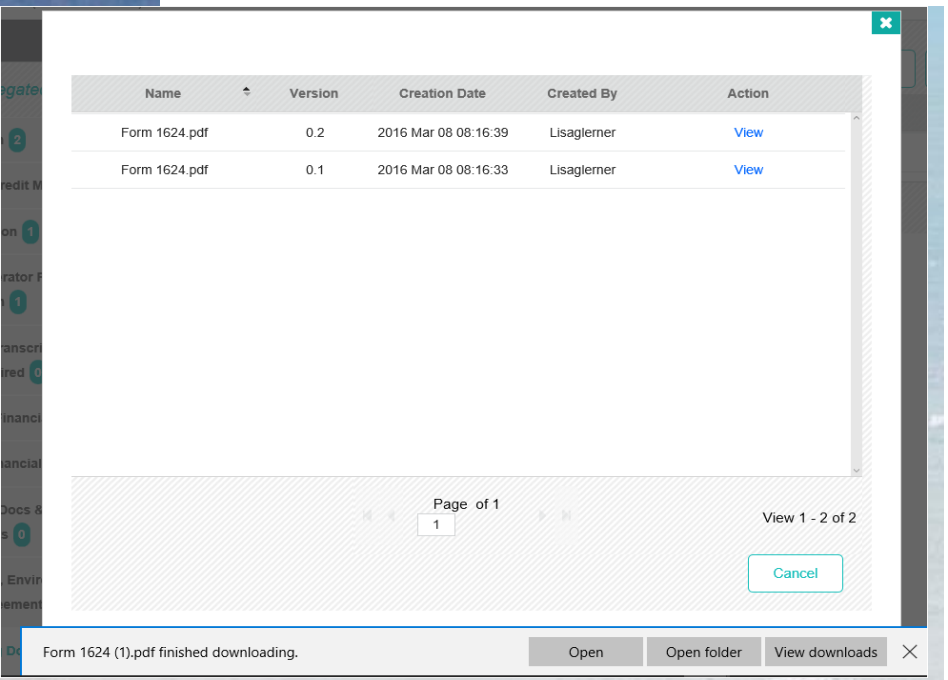
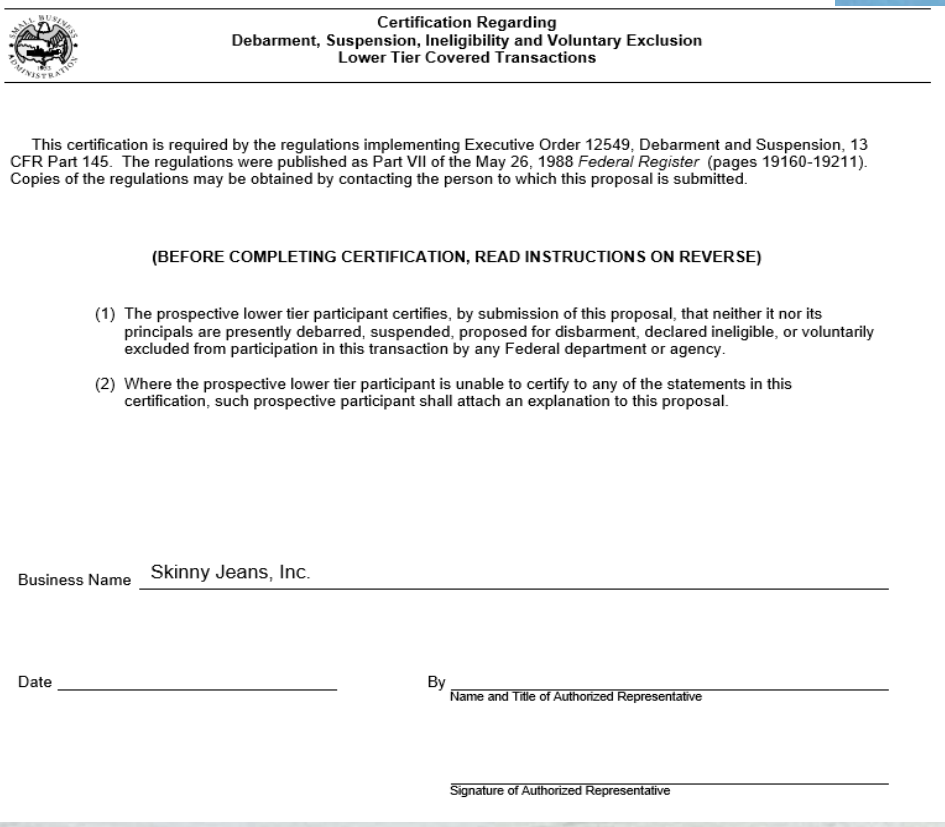
SBA 1624-System Generated

- Tab 10 – SBA 1624 prepared for signature





Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations may be obtained by contacting the person to which this proposal is submitted.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Business Name Skinny Jeans, Inc.

Date _____ By _____
Name and Title of Authorized Representative

_____
Signature of Authorized Representative

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Final Authorization

- SBA One sends an email with Authorization number when approved.
- Print final authorization and have signed.
- The Lender is still responsible for preparing the **Borrower's Certification** & inserting applicable paragraphs. (example: Credit Cards all used for business.)
- After approval, you have the option of printing what you put into the system before moving on to the Closing Section.

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SBA One – Known Issues

- The Debt Schedule is required for all loans.
- Simple to copy a loan, but no way yet to delete it. The only way to tell the difference is the Control #.
- Some loans submitted as PLP are going to the LGPC for review.
- Must enter $1 or more on collateral in table: (E-Tran will not accept a zero value.)
- Some links not working (e.g. Guaranty Fee Estimator)
- Use of Proceeds in E-Tran doesn't always match input.
- Lease answers are not being retained.

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Remember – SBA One is

- A Work in Progress –Contact ***sba.one@bnymellon.com*** if you find errors.
- A timesaving tool;
- Not a substitute for the SOP
- Input in SBA One populates the authorization and other documentation.
- Collateral – ALL Collateral must be input into the table to appear in the loan authorization

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Questions?

How to Reach Us:

E-Mail:
info@sbaSimplified.com

Main Phone:
(509) 863-7246

SBA Simplified members direct phone #'s:

- **Pat Johnson: (509) 413-2494**
- **Lisa Lerner: (602) 684-5521**
- **Coralie Myers: (509) 863-7246**

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Contact Information

SBA WV District Office

- Rick Haney, Lender Relations Specialist
  304.623.7449 or Richard.Haney@sba.gov
- Leo Lopez, Lender Relations Specialist
  304.347.5220 or Leopoldo.Lopez@sba.gov

Or contact the Lender Relations Specialist from your local SBA District Office.

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