

APPENDIX II. LEA or Multi-State Application

In addition to the receipt of the Annual Report, the [District Office Name] SBA District Office is also in receipt of an application for [LEA or Multi-state] status from [CDC Name] CDC. We have reviewed the request, and based on the information submitted, input from the processing and servicing centers, [District Name] District Counsel, and our knowledge of the organization and its principals, we believe they [meet/do not meet] the requirements for [LEA or Multi-State] status as set out in 13 CFR §120.835 and §120.837 as follows:

II.A – Local Economic Area (LEA)	District Office Assessment			
1. A certified copy of the Board resolution authorizing the application for territory expansion (LEA relating to specific counties).	Yes/No. [example]: Board Resolution [is/is not] included in the submission. [Include a description of Board resolution, including date and area of territory expansion.]			
2. A copy of an amendment to the Bylaws of the corporation and Articles of Incorporation, if necessary.	Yes/No. [example]: Amendments to the Bylaws and Articles of Incorporation are/are not included or are not required.			
3. Justification that the proposed expansion meets the definition of a Local Trade Area or is part of a Metropolitan Statistical Area (MSA), or the proposed expansion has been previously approved.	Yes/No. [example]: Justification for [MSA, previously approved Expansion Area, or a narrative identifying factors of a Local Trade Area] [are/are not] included in the submission. [Include a description of applicable items.]			
4. Evidence of Foreign Corporation Registration, if required (in state of requested expansion).	Yes/No. [example]: Certificate of Authority, or its equivalent, authorizing the CDC to do business in the state into which the CDC proposes to expand.			

II.B – Multi-State New Applications	District Office Assessment			
1. A certified copy of the Board Resolution approving the territory expansion (relating to specific states.)	Yes/No. [example]: Board Resolution [is/is not] included in the submission. [Include a description of Board resolution including date and area of territory expansion.]			
2. Listing of Loan Committee Members (in state of requested expansion).	Name	Address/Phone (home/work)	Field of Expertise/Entity Name	Commercial Loan Experience (yes, no)

<CDC Name>

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II.B – Multi-State New Applications	District Office Assessment				
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3. Lease for office space (in state of requested expansion).	Yes/No. [example]: Lease for office space [is/is not] included in the submission. [Include a description of lease including dates of occupancy and address of office location in the area of territory expansion.]				
4. A copy of an amendment to the Bylaws of the corporation and Articles of Incorporation, if necessary.	Yes/No. [example]: Amendments to the Bylaws and Articles of Incorporation are/are not included or are not required.				
5. Evidence of Foreign Corporation Registration (in state of requested expansion).	Yes/No. [example]: A certificate for Foreign Corporation Registration from the state of requested expansion area [is/is not] included. [Include a description (date, state) of the certificate.]				