



# SBA Information Notice

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**TO:** All SBA Employees

**CONTROL NO.:** 5000-1306

**SUBJECT:** Update and Release of SBA  
Forms 1919 and 1920

**EFFECTIVE:** February 7, 2014

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The purpose of this Notice is to announce the update and release of SBA Forms 1919 and 1920. SBA has updated Forms 1919 and 1920 to incorporate recent revisions to the questions on the Statement of Personal History (SBA Form 912) and the update to SBA's Standard Operating Procedures (SOP) 50 10 5(F), which among other things moved all SBA lending programs and processing methods to one set of forms. The most significant changes to each form are highlighted below.

## **Form 1919**

The character determination questions (questions 1-6) have been changed to mirror the questions asked on the current SBA Form 912, and the instructional information detailing when a Form 912 is required has been updated.

References to the Patriot Express Pilot Program have been removed.

A chart has been added for the Small Business Applicant to identify 100% of the ownership of the business. In addition, the fields for the owners of the Small Business Applicant to identify veteran status, gender, race and ethnicity have been modified to match what is asked from the lender on Form 1920.

A new question was added to incorporate the Addendum for Community Advantage applicants, which identifies any management or technical assistance the applicant received. This information was previously collected as part of SBA Form 2301, Part A.

## **Form 1920**

The revised Form 1920 dropped the SX suffix, and the separate parts A, B, and C were merged to form one comprehensive Form 1920.

Instructions were added to explain how both delegated and non-delegated lenders are to complete the borrower information section (formerly Form 1920SX, Part B).

A field was added to identify the FRUNS numbers when the Small Business Applicant is a franchise.

Certified Public Accountants were removed from the list of individuals qualified to perform a business valuation.

The revised Form 1920 will now be used by non-delegated lenders, as well as for loan programs previously not covered by this form, such as IT, EWCP and all CAPLines (not just PLP-CAPLines).

As with Form 1919, character eligibility questions were modified to conform to changes on Form 912.

A certification by SBA required under the Right to Financial Privacy Act was added, in addition to the lender certification formerly contained in Form 4-I.

Additional changes to these forms will be required once the final rule revising Agency regulations governing the 7(a) and 504 loan programs is effective. SBA will issue a notice at that time describing any such changes to the forms.

SBA field offices must notify Lenders and CDCs about the updates to the Forms. Questions concerning this Notice should be directed to the lender relations specialist in the local SBA field office. The local SBA field office may be found at [www.sba.gov/about-offices-list/2](http://www.sba.gov/about-offices-list/2).

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