SBA To Provide Economic Injury Disaster Loans For Coronavirus Related Economic Disruptions

U.S. Small Business Administration

SBA's Disaster Declaration Makes Loans Available Due to the Coronavirus (COVID-19)

The U.S. Small Business Administration (SBA) is offering designated states and territories low-interest federal disaster loans for working capital to small businesses suffering substantial economic injury as a result of the Coronavirus (COVID-19).

Upon a request received from a state's or territory's Governor, SBA will issue under its own authority, as provide by the Coronavirus Preparedness and Response Supplement Appropriations Act that was recently signed by the President, an Economic Injury Disaster Loan declaration. ***THE STATE OF IOWA IS NOW ELIGIBLE.***

Administrator Jovita Carranza

SBA's Economic Injury Disaster Loan Basics

What businesses are eligible to apply?

SBA's Economic Injury Disaster Loans (or working capital loans) are available to small businesses, small agricultural cooperatives, small aquaculture businesses and most private non-profit organizations

This includes:

- Businesses directly affected by the disaster
- Businesses that offer services directly related to the businesses in the declaration
- Other businesses indirectly related the industry that are likely to be harmed by losses in their community

  (Example: Manufacturer of widgets may be eligible as well as the wholesaler and retailer of the product.

SBA's Economic Injury Disaster Loan Basics

What is the criteria for a loan approval?

Credit History-Applicants must have a credit history acceptable to SBA.

Repayment –SBA must determine that the applicant business has the ability to repay the SBA loan.

Eligibility- The applicant business must be physically located in a declared county and suffered working capital losses due to the declared disaster, not due to a downturn in the economy or other reasons.

SBA's Economic Injury Disaster Loan Terms

How much can I borrow?

Eligible entities may qualify for loans up to $2 million.

The interest rates for this disaster are 3.75 percent for small businesses and 2.75 percent for nonprofit organizations with terms up to 30 years.

Eligibility for these working capital loans are based on the size (must be a small business) and type of business and its financial resources.

How can I use the loan funds?

These working capital loans may be used to pay fixed debts, payroll, accounts payable, and other bills that could have been paid had the disaster not occurred. The loans are not intended to replace lost sales or profits or for expansion.

Economic Injury Disaster Loan Terms

What are the collateral requirements?

- Economic Injury Disaster Loans over $25,000 require collateral.
- SBA takes real estate as collateral when it is available.
- SBA will not decline a loan for lack of collateral, but requires borrowers to pledge what is available.

SBA's Economic Injury Disaster Loan Basics

What kinds of small businesses can apply?

Examples of eligible industries include but are not limited to the following: hotels, recreational facilities, charter boats, manufactures, sports vendors, owners of rental property, restaurants, retailers, souvenir shops, travel agencies, and wholesalers.

What other criteria is involved?

The applicant business must have a physical presence in the declared disaster area. An applicant's economic presence alone in a declared area does not meet this requirement. The physical presence must be tangible and significant. Merely having a P.O. Box in the disaster area would not qualify as a physical presence.

SBA's Working Capital Loans are Different from Other SBA Loans

SBA's Economic Injury Disaster Loan (EIDLs) funds come directly from the U.S. Treasury.

Applicants do not go through a bank to apply. Instead apply directly to SBA's Disaster Assistance Program at: DisasterLoan.sba.gov

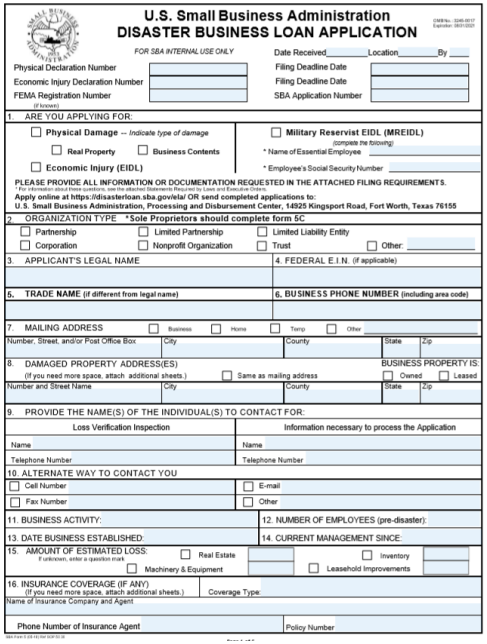
There is no cost to apply.

There is no obligation to take the loan if offered.

The maximum unsecured loan amount is $25,000. Loans over $25,000 up to $2 million must be secured to the maximum amount possible.

Applicants can have an existing SBA Disaster Loan and still qualify for an EIDL for this disaster, but the loans cannot be consolidated.

Basic Filing Requirements



U.S. Small Business Administration
DISASTER BUSINESS LOAN APPLICATION

FOR SBA INTERNAL USE ONLY

Date Received_____Location_____By ____

Physical Declaration Number
Economic Injury Declaration Number
FEMA Registration Number (if known)
Filing Deadline Date
Filing Deadline Date
SBA Application Number

1. ARE YOU APPLYING FOR:

☐ Physical Damage -- Indicate type of damage
☐ Real Property ☐ Business Contents
☐ Economic Injury (EIDL)
☐ Military Reservist EIDL (MREIDL) (complete the following)
* Name of Essential Employee
* Employee's Social Security Number

PLEASE PROVIDE ALL INFORMATION OR DOCUMENTATION REQUESTED IN THE ATTACHED FILING REQUIREMENTS.
* For information about these questions, see the attached Statements Required by Laws and Executive Orders.
Apply online at https://disasterloan.sba.gov/ela/ OR send completed applications to:
U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, Texas 76155

2. ORGANIZATION TYPE *Sole Proprietors should complete form 5C
☐ Partnership ☐ Limited Partnership ☐ Limited Liability Entity
☐ Corporation ☐ Nonprofit Organization ☐ Trust ☐ Other:

3. APPLICANT'S LEGAL NAME
4. FEDERAL E.I.N. (if applicable)
5. TRADE NAME (if different from legal name)
6. BUSINESS PHONE NUMBER (including area code)

7. MAILING ADDRESS ☐ Business ☐ Home ☐ Temp ☐ Other
Number, Street, and/or Post Office Box | City | County | State | Zip

8. DAMAGED PROPERTY ADDRESS(ES) (if you need more space, attach additional sheets.) ☐ Same as mailing address
BUSINESS PROPERTY IS: ☐ Owned ☐ Leased
Number and Street Name | City | County | State | Zip

9. PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR:
Loss Verification Inspection: Name; Telephone Number
Information necessary to process the Application: Name; Telephone Number

10. ALTERNATE WAY TO CONTACT YOU
☐ Cell Number ☐ E-mail
☐ Fax Number ☐ Other

11. BUSINESS ACTIVITY:
12. NUMBER OF EMPLOYEES (pre-disaster):
13. DATE BUSINESS ESTABLISHED:
14. CURRENT MANAGEMENT SINCE:

15. AMOUNT OF ESTIMATED LOSS: If unknown, enter a question mark
☐ Real Estate ☐ Inventory
☐ Machinery & Equipment ☐ Leasehold Improvements

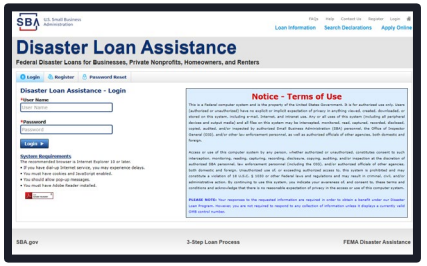
16. INSURANCE COVERAGE (IF ANY) (If you need more space, attach additional sheets.)
Coverage Type:
Name of Insurance Company and Agent
Phone Number of Insurance Agent
Policy Number

- Completed SBA loan application (SBA Form 5).
- Tax Information Authorization (IRS Form 4506T) for the applicant, principals and affiliates.
- Complete copies of the most recent Federal Income Tax Return. (*We understand this requirement is being waived for loans of $500,000 or less*).
- Schedule of Liabilities (SBA Form 2202).
- Personal Financial Statement (SBA Form 413).

Other Information may also be requested.

**Although a paper application and forms are acceptable, filing electronically is easier, faster and more accurate.*

Additional Filing Requirements



Other information that may be requested:

- Complete copy, including all schedules, of the most recent Federal income tax return for principals, general partners or managing member, and affiliates (see filing requirements for more information).
- If the most recent Federal income tax return has not been filed, a year-end profit-and-loss statement and balance sheet for that tax year .
- A current year-to-date profit-and-loss statement .
- Additional Filing Requirements (SBA Form 1368) providing monthly sales figures.

Ineligible Entities

What are some of the businesses that are ineligible for an Economic Injury Disaster Loan?

- Agricultural Enterprises -If the primary activity of the business (including its affiliates) is as defined in Section 18(b)(1) of the Small Business Act, neither the business nor its affiliates are eligible for EIDL assistance.
- Religious Organizations
- Charitable Organizations
- Gambling Concerns (Ex: Concerns that derive more that 1/3 of their annual gross revenue from legal gambling activities)
- Casinos & Racetracks (Ex: Businesses whose purpose for being is gambling (e.g., casinos, racetracks, poker parlors, etc.) are not eligible for EIDL assistance regardless of 1/3 criteria above.

SBA's Customer Service Representatives are ready to serve.

How to Apply

- Applicants may apply online using the Electronic Loan Application (ELA) via SBA's secure website at https://disasterloan.sba.gov/ela.
- Paper loan applications can be downloaded from this web page - https://disasterloan.sba.gov/ela/Information/PaperForms. If submitting a paper application, completed applications should be mailed to: U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, TX 76155.
- Disaster loan information and application forms may also be obtained by calling the SBA's Customer Service Center at 800-659-2955 (800-877-8339 for the deaf and hard-of-hearing) or by sending an email to disastercustomerservice@sba.gov.

Assistance From SBA Partners

Free assistance with reconstructing financial records, preparing financial statements and submitting the loan application is available from any of SBA's partners: Small Business Development Centers (SBDCs), SCORE, Women's Business Centers (WBC), and Veteran's Business Outreach Centers. Other organizations, such as Chambers of Commerce and other economic development entities may be willing to assist as well.

- Iowa Small Business Development Centers – www.iowasbdc.org
- SCORE – https://www.score.org/find-location
- Iowa Women's Business Center - http://theiowacenter.org/womensbusinesscenter/
- Veterans Business Outreach Center - https://www.vetbiz.com/

Submit Your Application As Soon As Possible

Recheck the filing requirements to ensure that all the needed information is submitted.

The biggest reason for delays in processing is due to missing information. Make sure to complete all filing requirements before submitting the application and forms.

If more funds are needed, applicants can submit supporting documents and a request for an increase. If less funds are needed, applicants can request a reduction in the loan amount.

If the loan request is denied, the applicant will be given up to six months in which to provide new information and submit a written request for reconsideration.

Disaster Loan Application Portal (DLAP)

Disaster Loan Application Portal

This presentation will provide guidance on how to complete an Electronic Business Application utilizing SBA Form 5 and SBA Form 5C. Before starting this process, please insure you have the filing requirements as defined in this document. These documents are required for processing and EIDL application.

Filing Requirements

Electronic Loan Application (Form 5)

Electronic Loan Application (Form 5C) Sole Proprietorship Only

Tax Authorization (Form 4506-T) 20% Owners/GP/50% Affiliate

Most recent Business Tax Return

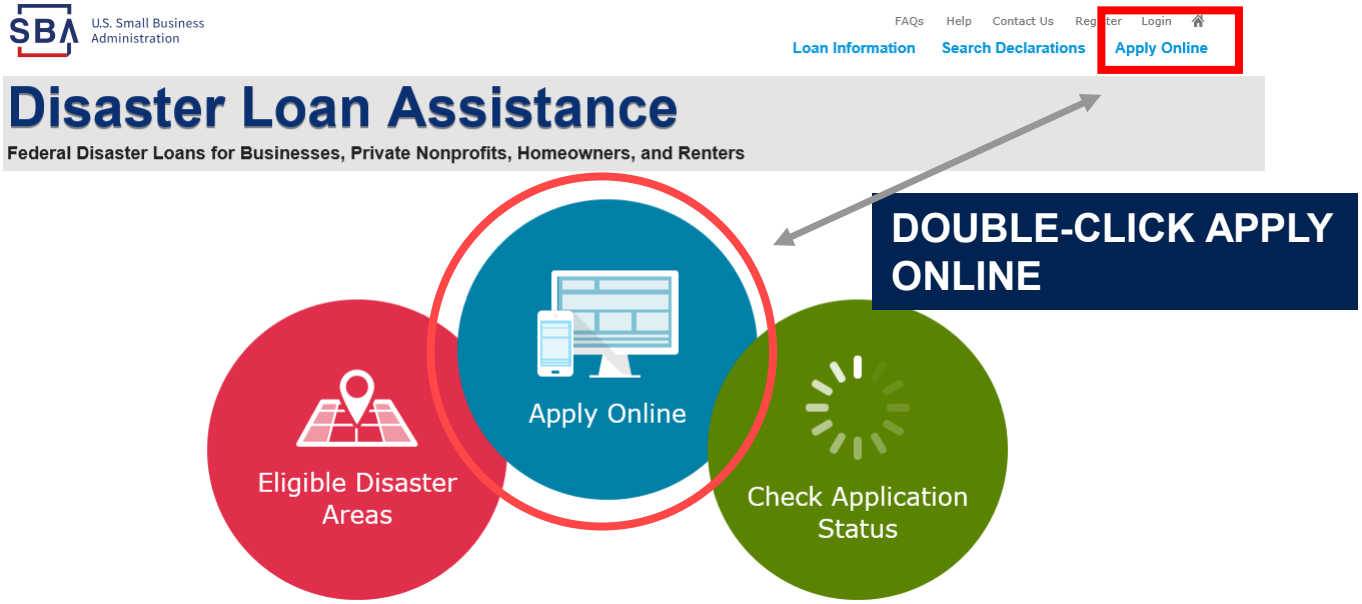
Personal Financial Statement (Form 413) 20% Owners/GP

Schedule of Liabilities (Form 2202)

Disaster Loan Application Portal (DLAP)

DOUBLE-CLICK ON THE LINK TO ACCESS THE SITE

https://disasterloan.sba.gov/ela/



Register

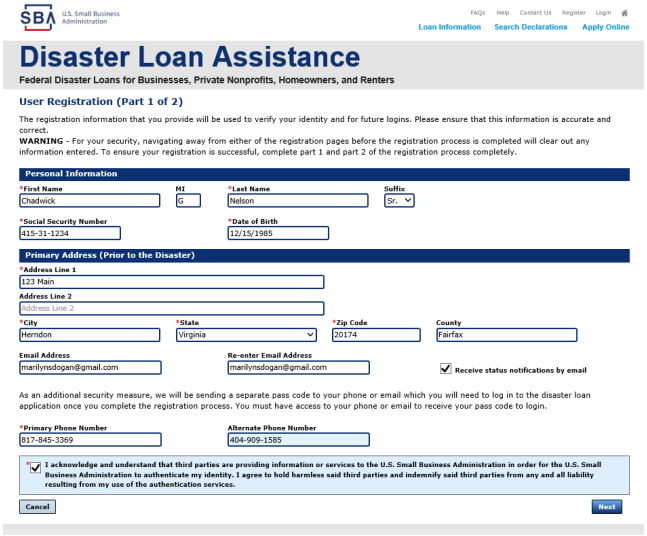
From this page you can:

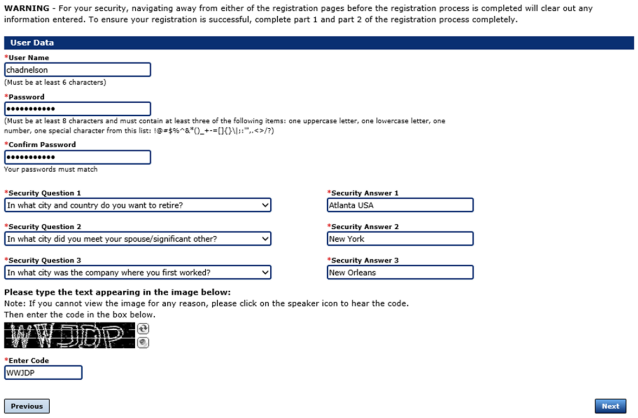
1) Begin a new application by clicking on Register

2) Return to complete a started application by inputting a user name and password

Complete Registration Information

On page 1 of the registration, pay close attention to the sections with an * these sections must be completed. It is important that a good email address and cell phone number are supplied.

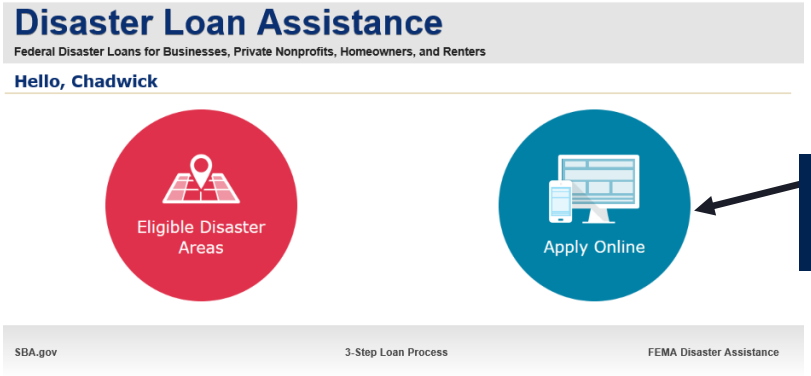




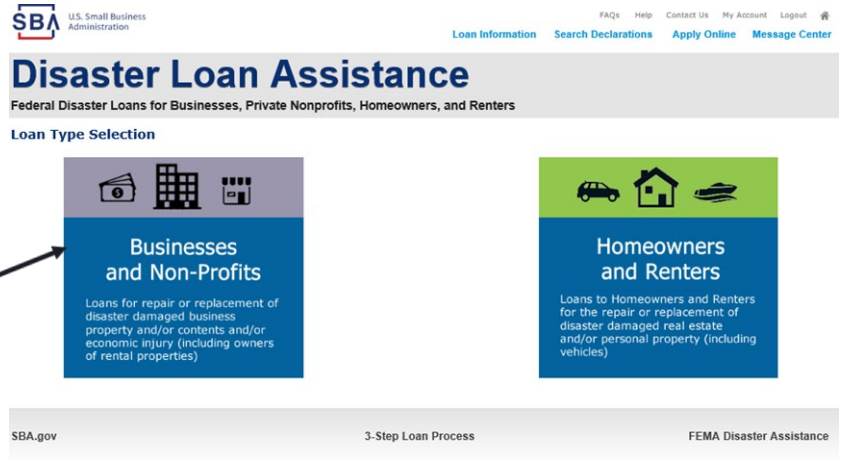
To advance to the next page, go next

On page 2 of the registration you will create your unique user-name and password. When creating your security questions, make sure to use information you won't likely forget. If your password ever requires a reset, you would need this information

Apply Online

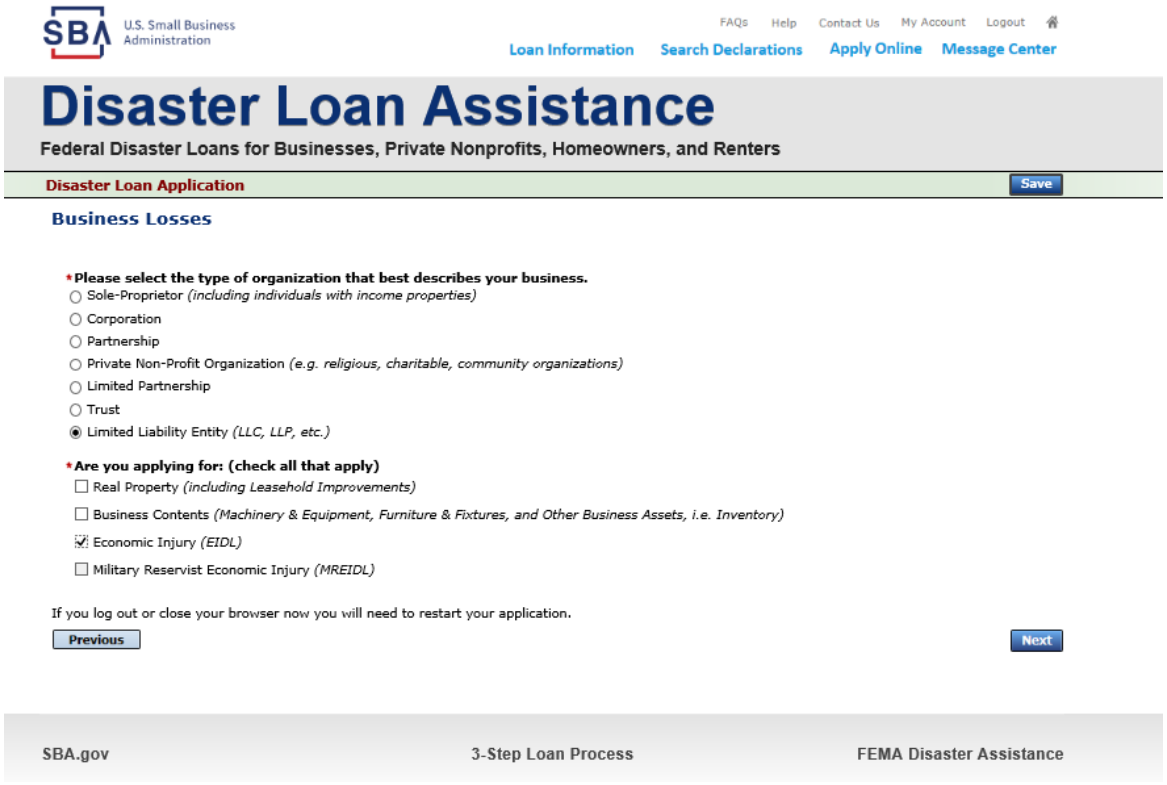


Double Click on “Apply Online”



Double Click on Business and Non Profit

Business Type



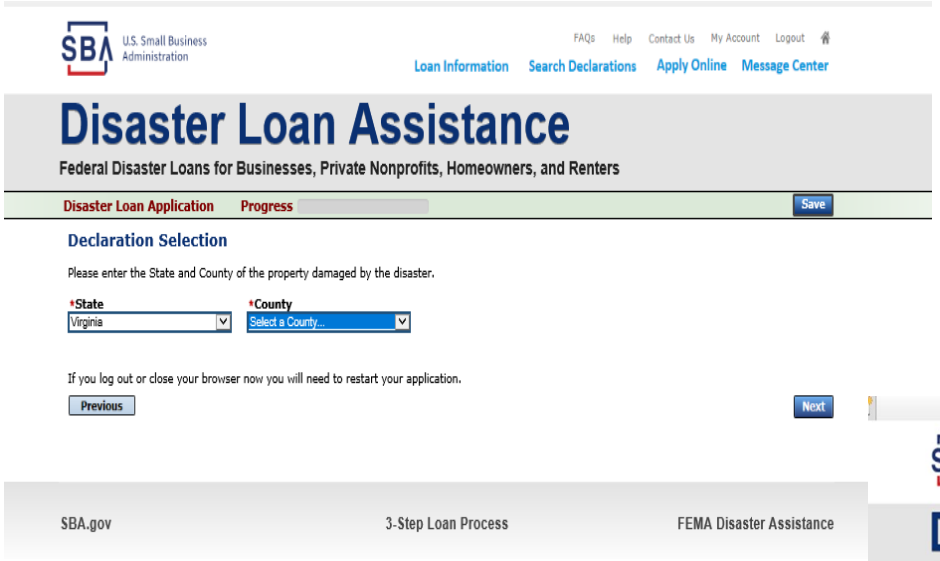
SBA Form 5 would be completed by:

- **Corporations**
- **Partnership**
- **Private Non-Profit Organizations**
- **Limited Partnership**
- **Trust**
- **Limited Liability Entity**

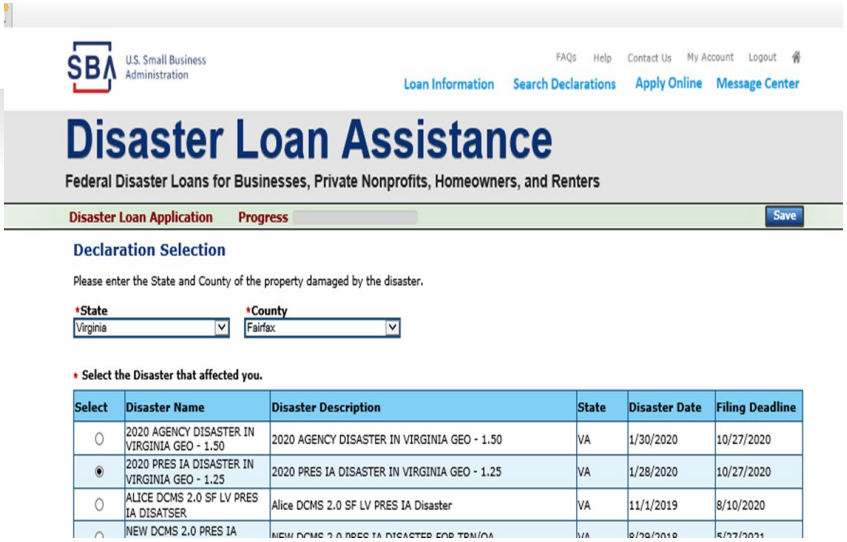
SBA Form 5C would be completed by: Sole Proprietorship

Once you make your selection the system will automatically direct you to the form.

Select State /County / Disaster Declaration

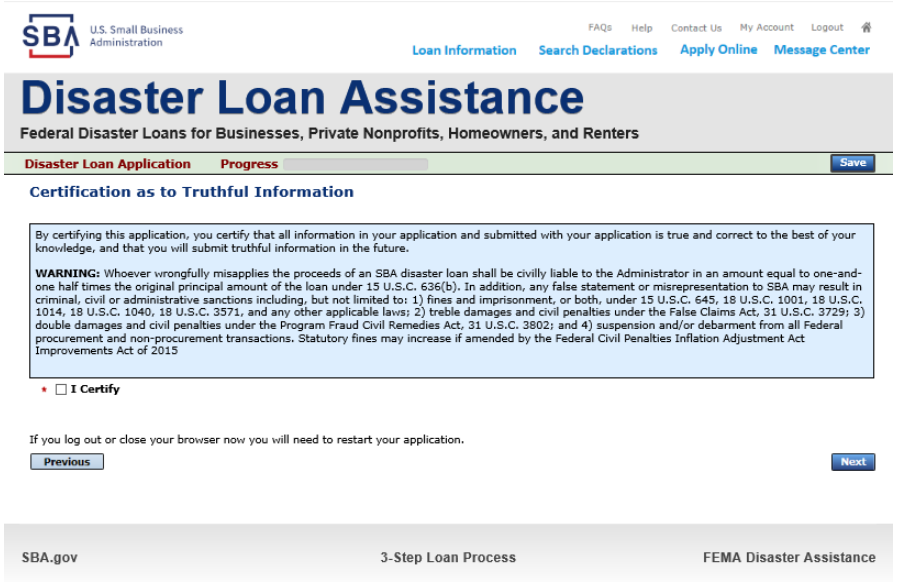


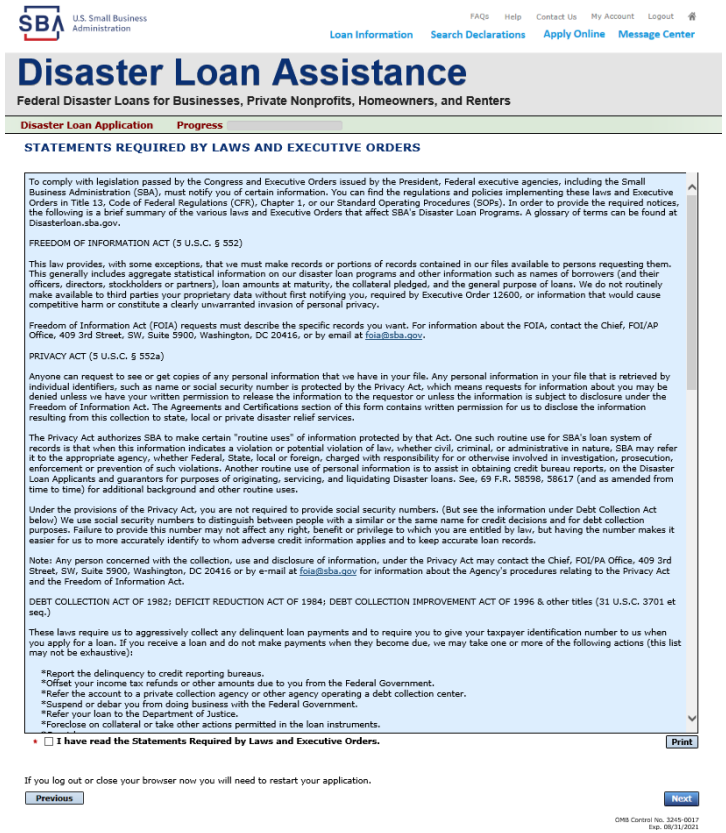
Use the drop-down box and select the State and County where the loss has happened



Select the disaster declaration

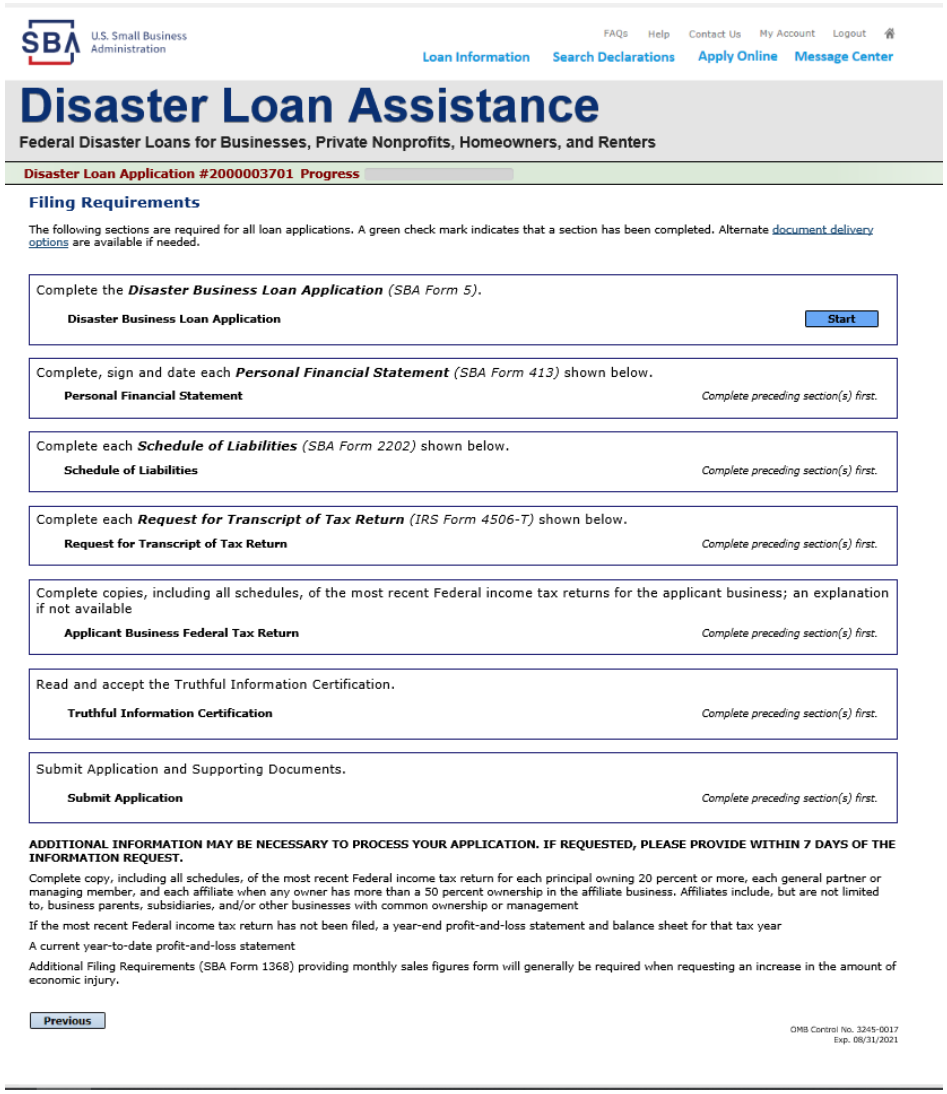
Complete Certifications





Read and Electronically Agree to the Certification of Truthful Information and the Executive Orders Document.

Start Application – Form 5



U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

Loan Information Search Declarations Apply Online Message Center

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress

Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the ***Disaster Business Loan Application*** *(SBA Form 5)*.

Disaster Business Loan Application — Start

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

Personal Financial Statement — *Complete preceding section(s) first.*

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

Schedule of Liabilities — *Complete preceding section(s) first.*

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

Request for Transcript of Tax Return — *Complete preceding section(s) first.*

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

Applicant Business Federal Tax Return — *Complete preceding section(s) first.*

Read and accept the Truthful Information Certification.

Truthful Information Certification — *Complete preceding section(s) first.*

Submit Application and Supporting Documents.

Submit Application — *Complete preceding section(s) first.*

ADDITIONAL INFORMATION MAY BE NECESSARY TO PROCESS YOUR APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST.

Complete copy, including all schedules, of the most recent Federal income tax return for each principal owning 20 percent or more, each general partner or managing member, and each affiliate when any owner has more than a 50 percent ownership in the affiliate business. Affiliates include, but are not limited to, business parents, subsidiaries, and/or other businesses with common ownership or management

If the most recent Federal income tax return has not been filed, a year-end profit-and-loss statement and balance sheet for that tax year

A current year-to-date profit-and-loss statement

Additional Filing Requirements (SBA Form 1368) providing monthly sales figures form will generally be required when requesting an increase in the amount of economic injury.

Previous

OMB Control No. 3245-0017
Exp. 08/31/2021

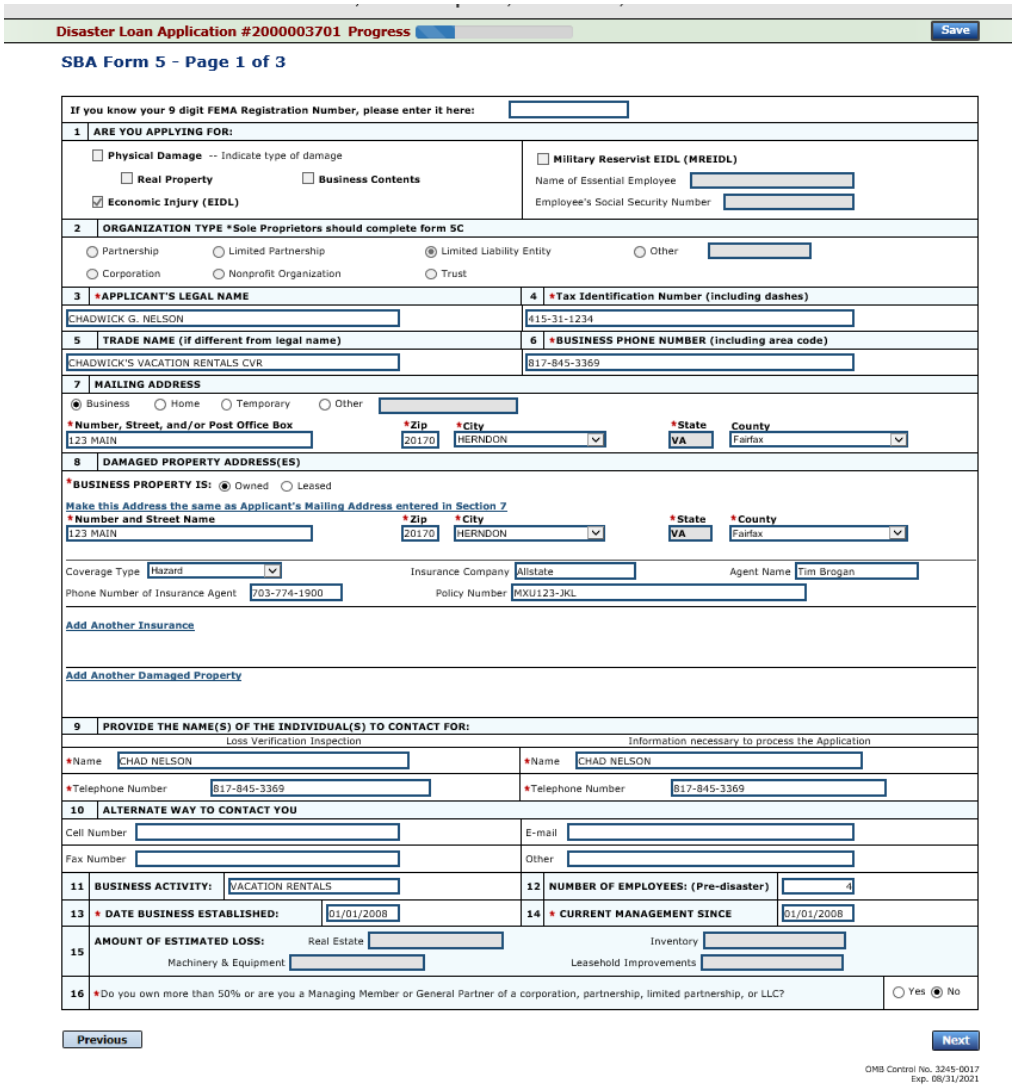
This business type for this example is an LLC.

This page provides information on all the filing requirements necessary to have a successfully completed application.

To begin depress START

Form 5 – Page 1

Fill in the information on this page as necessary, items with a red * are mandatory field and you will not be able to advance to NEXT until these sections are completed.



Disaster Loan Application #2000003701 Progress — Save

SBA Form 5 - Page 1 of 3

If you know your 9 digit FEMA Registration Number, please enter it here:

1 ARE YOU APPLYING FOR:

- Physical Damage -- Indicate type of damage
  - Real Property
  - Business Contents
- Economic Injury (EIDL)
- Military Reservist EIDL (MREIDL)
  - Name of Essential Employee
  - Employee's Social Security Number

2 ORGANIZATION TYPE *Sole Proprietors should complete form SC

Partnership | Limited Partnership | Limited Liability Entity | Other
Corporation | Nonprofit Organization | Trust

3 *APPLICANT'S LEGAL NAME	4 *Tax Identification Number (including dashes)
CHADWICK G. NELSON	415-31-1234
5 TRADE NAME (if different from legal name)	6 *BUSINESS PHONE NUMBER (including area code)
CHADWICK'S VACATION RENTALS CVR	817-845-3369

7 MAILING ADDRESS

Business | Home | Temporary | Other

*Number, Street, and/or Post Office Box	*Zip	*City	*State	County
123 MAIN	20170	HERNDON	VA	Fairfax

8 DAMAGED PROPERTY ADDRESS(ES)

*BUSINESS PROPERTY IS: Owned | Leased

Make this Address the same as Applicant's Mailing Address entered in Section 7

*Number and Street Name	*Zip	*City	*State	*County
123 MAIN	20170	HERNDON	VA	Fairfax

Coverage Type: Hazard — Insurance Company: Allstate — Agent Name: Tim Brogan
Phone Number of Insurance Agent: 703-774-1900 — Policy Number: MXU123-JKL

Add Another Insurance

Add Another Damaged Property

9 PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR:

Loss Verification Inspection	Information necessary to process the Application
*Name: CHAD NELSON	*Name: CHAD NELSON
*Telephone Number: 817-845-3369	*Telephone Number: 817-845-3369

10 ALTERNATE WAY TO CONTACT YOU

Cell Number	E-mail
Fax Number	Other

11 BUSINESS ACTIVITY: VACATION RENTALS	12 NUMBER OF EMPLOYEES: (Pre-disaster) 4
13 * DATE BUSINESS ESTABLISHED: 01/01/2008	14 * CURRENT MANAGEMENT SINCE 01/01/2008

15 AMOUNT OF ESTIMATED LOSS: Real Estate | Inventory | Machinery & Equipment | Leasehold Improvements

16 *Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC? Yes | No

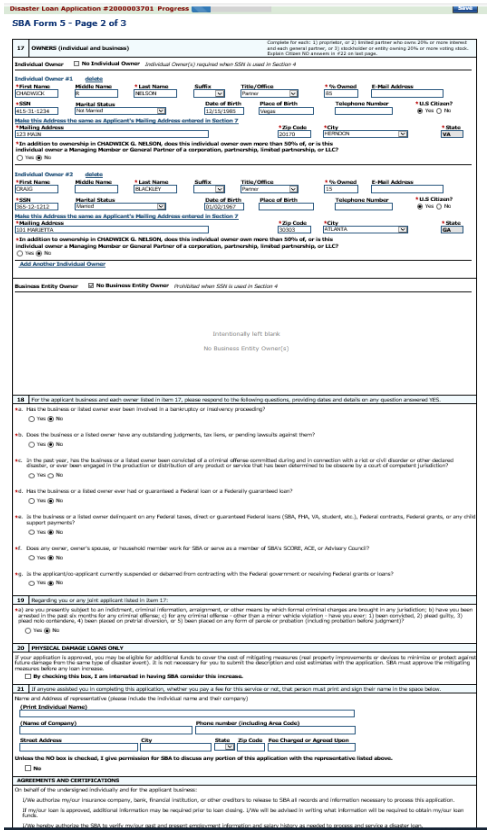
Previous — Next

OMB Control No. 3245-0017
Exp. 08/31/2021

Form 5 – Pages 2 and 3

Page 2 of Form 5 allows the business owner to provide information about any Partners or Affiliate Businesses.

Note: If a business is a partnership all members must listed with the % of ownership until the combined entries equal 100%


Disaster Loan Application #2000003701 Progress

SBA Form 5 - Page 2 of 3

17 OWNERS (individual and business)

Complete for each: 1) proprietor, or 2) limited partner who owns 20% or more interest and each general partner, or 3) stockholder of entity owning 20% or more voting stock. Explain Citizen NO answers in #22 on last page.

Individual Owner ☐ No Individual Owner *Individual Owner(s) required when SSN is used in Section 4*

Individual Owner #1 delete

*First Name CHADWICK | Middle Name G | * Last Name NELSON | Suffix | Title/Office Partner | * % Owned 65 | E-Mail Address

*SSN 615-31-1234 | Marital Status Not Married | Date of Birth 12/15/1985 | Place of Birth Virginia | Telephone Number | *US Citizen? ◉ Yes ○ No

Make this Address the same as Applicant's Mailing Address entered in Section 7

*Mailing Address 123 Maple | *Zip Code 20170 | *City HERNDON | *State VA

*In addition to ownership in CHADWICK G. NELSON, does this individual owner own more than 50% of, or is this individual owner a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?

○ Yes ◉ No

Individual Owner #2 delete

*First Name DAVID | Middle Name | * Last Name BLACKEY | Suffix | Title/Office Partner | * % Owned 15 | E-Mail Address

*SSN 555-12-1212 | Marital Status Married | Date of Birth 01/01/1967 | Place of Birth | Telephone Number | *US Citizen? ◉ Yes ○ No

Make this Address the same as Applicant's Mailing Address entered in Section 7

*Mailing Address 101 PINEBETTA | *Zip Code 30303 | *City ATLANTA | *State GA

*In addition to ownership in CHADWICK G. NELSON, does this individual owner own more than 50% of, or is this individual owner a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?

○ Yes ◉ No

Add Another Individual Owner

Business Entity Owner ☑ No Business Entity Owner *Prohibited when SSN is used in Section 4*

Intentionally left blank

No Business Entity Owner(s)

18 For the applicant business and each owner listed in Item 17, please respond to the following questions, providing dates and details on any question answered YES.

a. Has the business or listed owner ever been involved in a bankruptcy or insolvency proceeding? ○ Yes ◉ No

b. Does the business or a listed owner have any outstanding judgments, tax liens, or pending lawsuits against them? ○ Yes ◉ No

c. In the past year, has the business or a listed owner been convicted of a criminal offense committed during and in connection with a riot or civil disorder or other declared disaster, or ever been engaged in the production or distribution of any product or service that has been determined to be obscene by a court of competent jurisdiction? ○ Yes ○ No

d. Has the business or a listed owner ever had or guaranteed a Federal loan or a Federally guaranteed loan? ○ Yes ◉ No

e. Is the business or a listed owner delinquent on any Federal taxes, direct or guaranteed Federal loans (SBA, FHA, VA, student, etc.), Federal contracts, Federal grants, or any child support payments? ○ Yes ◉ No

f. Does any owner, owner's spouse, or household member work for SBA or serve as a member of SBA's SCORE, ACE, or Advisory Council? ○ Yes ◉ No

g. Is the applicant/co-applicant currently suspended or debarred from contracting with the Federal government or receiving Federal grants or loans? ○ Yes ◉ No

19 Regarding you or any joint applicant listed in Item 17:

a) are you presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction; b) have you been arrested in the past six months for any criminal offense; c) for any criminal offense – other than a minor vehicle violation – have you ever: 1) been convicted, 2) pled guilty, 3) pled 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

20 PHYSICAL DAMAGE LOANS ONLY

If your application is approved, you may be eligible for additional funds to cover the cost of mitigating measures (real property improvements or devices to minimize or protect against future damage from the same type of disaster event). It is not necessary for you to submit the description and cost estimates with the application. SBA must approve the mitigating measures before any loan increase.

☐ By checking this box, I am interested in having SBA consider this increase.

21 If anyone assisted you in completing this application, whether you pay a fee for this service or not, that person must print and sign their name in the space below.

Name and Address of representative (please include the individual name and their company)

(Print Individual Name)

(Name of Company) | Phone number (including Area Code)

Street Address | City | State | Zip Code | Fee Charged or Agreed Upon

Unless the NO box is checked, I give permission for SBA to discuss any portion of this application with the representative listed above.

☐ No

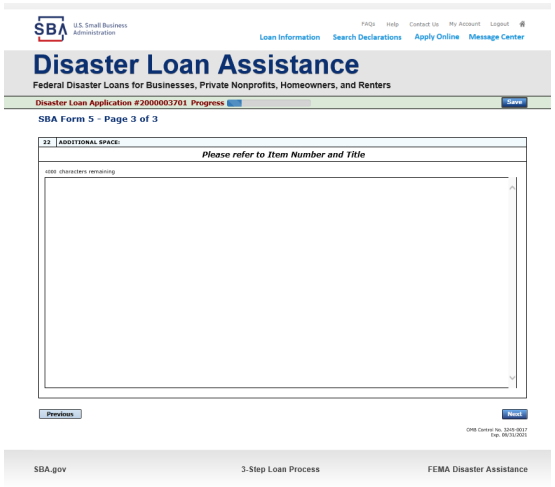
AGREEMENTS AND CERTIFICATIONS

On behalf of the undersigned individually and for the applicant business:

I/We authorize my/our insurance company, bank, financial institution, or other creditors to release to SBA all records and information necessary to process this application.

If my/our loan is approved, additional information may be required prior to loan closing. I/We will be advised in writing what information will be required to obtain my/our loan funds.

I/We hereby authorize the SBA to verify my/our past and present employment information and salary history as needed to process and service a disaster loan.


SBA U.S. Small Business Administration

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Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress Save

SBA Form 5 - Page 3 of 3

22 ADDITIONAL SPACE:

Please refer to Item Number and Title

4000 characters remaining

Previous Next

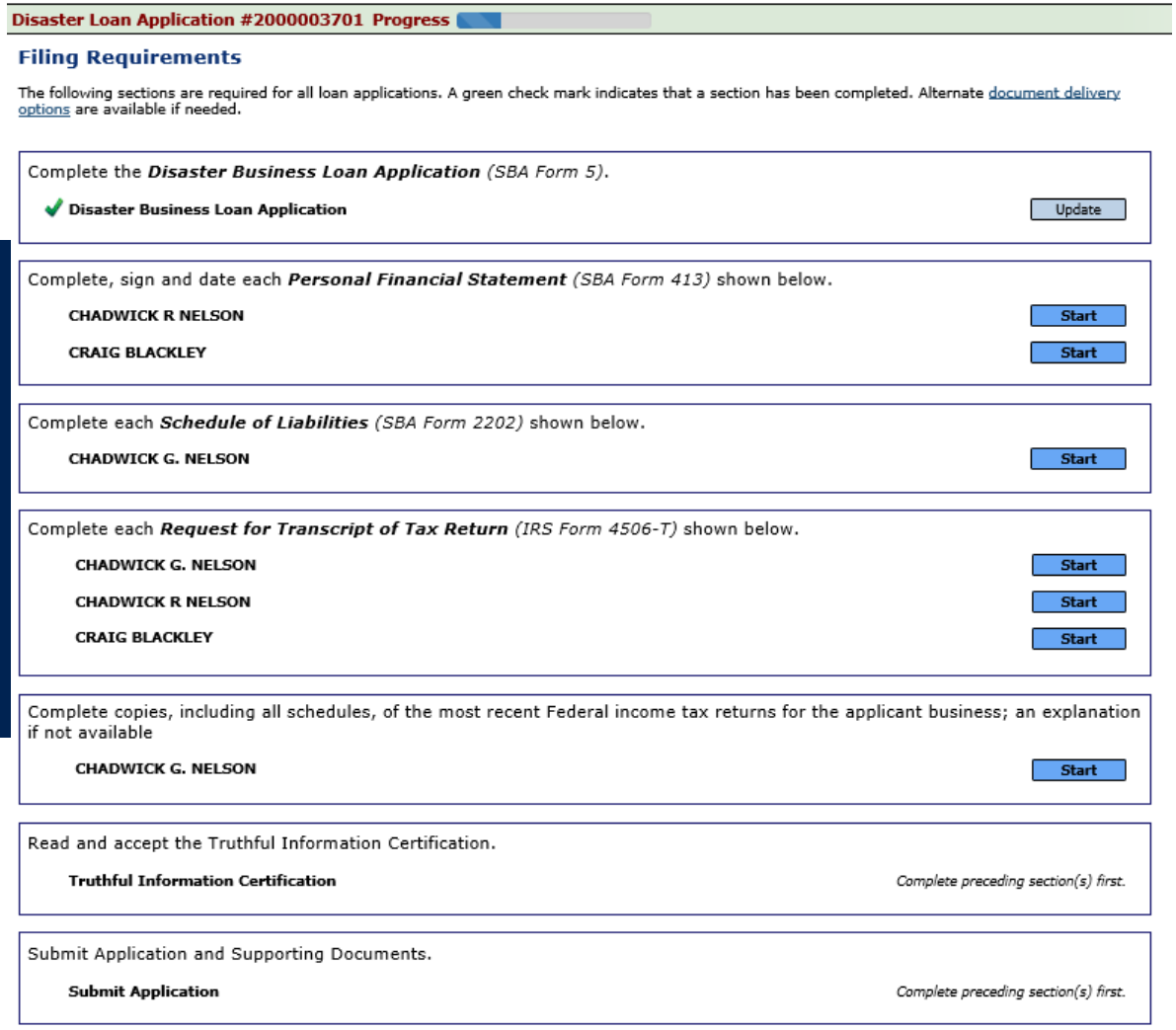
OMB Control No. 3245-0017 Exp. 09/31/2021

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Page 3 is used for any relevant comments

Filing Requirements

Now that the application is complete, the filing requirements on this page must be submitted / uploaded to complete the process.



Disaster Loan Application #2000003701 Progress

Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the ***Disaster Business Loan Application*** *(SBA Form 5)*.

✔ **Disaster Business Loan Application** — Update

Complete, sign and date each ***Personal Financial Statement*** *(SBA Form 413)* shown below.

CHADWICK R NELSON — Start

CRAIG BLACKLEY — Start

Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

CHADWICK G. NELSON — Start

Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

CHADWICK G. NELSON — Start

CHADWICK R NELSON — Start

CRAIG BLACKLEY — Start

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON — Start

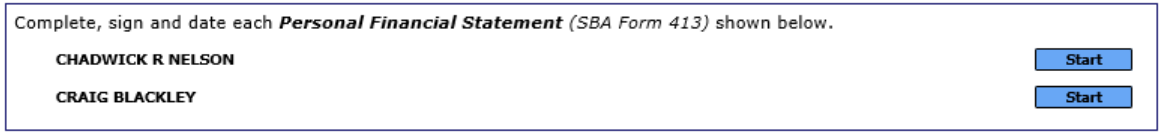
Read and accept the Truthful Information Certification.

Truthful Information Certification — *Complete preceding section(s) first.*

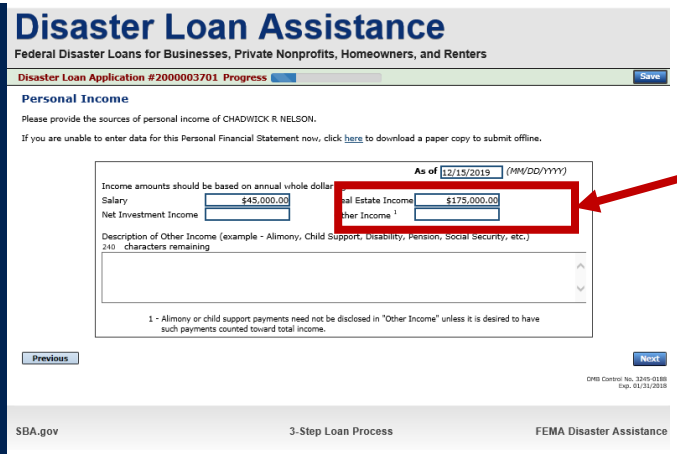
Submit Application and Supporting Documents.

Submit Application — *Complete preceding section(s) first.*

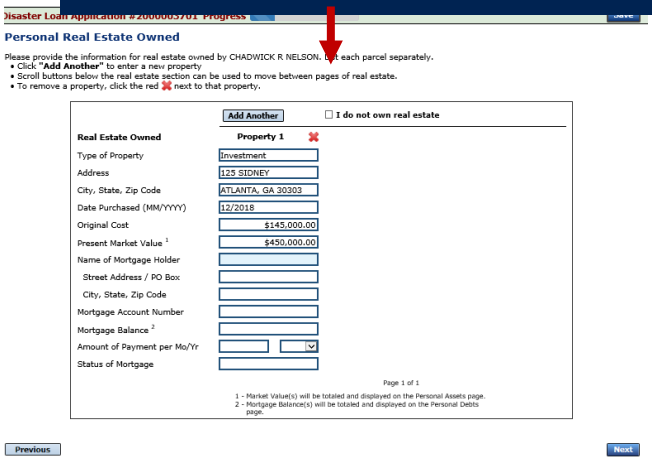
Personal Financial Statement



You can use this form to complete your personal financial statement or upload a financial statement you already have by scanning and uploading that document

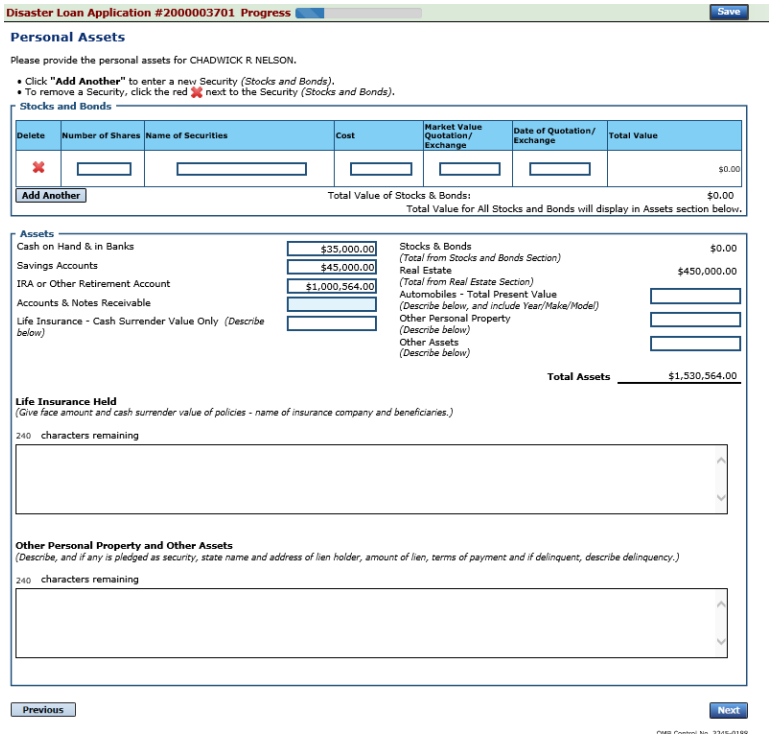


If you indicated you have real estate you must complete this form, supplying additional information



Personal Assets / Debits

The applicant and any partner would need to provide information on assets and debits



Disaster Loan Application #2000003701 Progress — Save

Personal Assets

Please provide the personal assets for CHADWICK R NELSON.

- Click **"Add Another"** to enter a new Security *(Stocks and Bonds)*.
- To remove a Security, click the red ✖ next to the Security *(Stocks and Bonds)*.

Stocks and Bonds

Delete	Number of Shares	Name of Securities	Cost	Market Value Quotation/ Exchange	Date of Quotation/ Exchange	Total Value
✖						$0.00

Add Another

Total Value of Stocks & Bonds: $0.00

Total Value for All Stocks and Bonds will display in Assets section below.

Assets

Cash on Hand & in Banks	$35,000.00	Stocks & Bonds *(Total from Stocks and Bonds Section)*	$0.00
Savings Accounts	$45,000.00	Real Estate *(Total from Real Estate Section)*	$450,000.00
IRA or Other Retirement Account	$1,000,564.00	Automobiles - Total Present Value *(Describe below, and include Year/Make/Model)*	
Accounts & Notes Receivable		Other Personal Property *(Describe below)*	
Life Insurance - Cash Surrender Value Only *(Describe below)*		Other Assets *(Describe below)*	

Total Assets $1,530,564.00

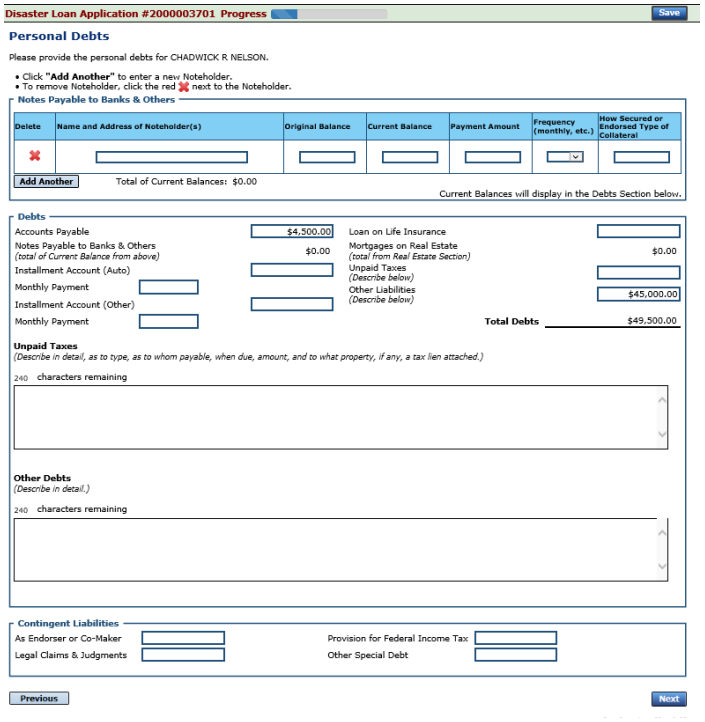
Life Insurance Held
(Give face amount and cash surrender value of policies - name of insurance company and beneficiaries.)

240 characters remaining

Other Personal Property and Other Assets
(Describe, and if any is pledged as security, state name and address of lien holder, amount of lien, terms of payment and if delinquent, describe delinquency.)

240 characters remaining

Previous — Next



Disaster Loan Application #2000003701 Progress — Save

Personal Debts

Please provide the personal debts for CHADWICK R NELSON.

- Click **"Add Another"** to enter a new Noteholder.
- To remove Noteholder, click the red ✖ next to the Noteholder.

Notes Payable to Banks & Others

Delete	Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency (monthly, etc.)	How Secured or Endorsed Type of Collateral
✖						

Add Another

Total of Current Balances: $0.00

Current Balances will display in the Debts Section below.

Debts

Accounts Payable	$4,500.00	Loan on Life Insurance	
Notes Payable to Banks & Others *(total of Current Balance from above)*	$0.00	Mortgages on Real Estate *(total from Real Estate Section)*	$0.00
Installment Account (Auto)		Unpaid Taxes *(Describe below)*	
Monthly Payment		Other Liabilities *(Describe below)*	$45,000.00
Installment Account (Other)			
Monthly Payment		**Total Debts**	$49,500.00

Unpaid Taxes
(Describe in detail, as to type, as to whom payable, when due, amount, and to what property, if any, a tax lien attached.)

240 characters remaining

Other Debts
(Describe in detail.)

240 characters remaining

Contingent Liabilities

As Endorser or Co-Maker		Provision for Federal Income Tax	
Legal Claims & Judgments		Other Special Debt	

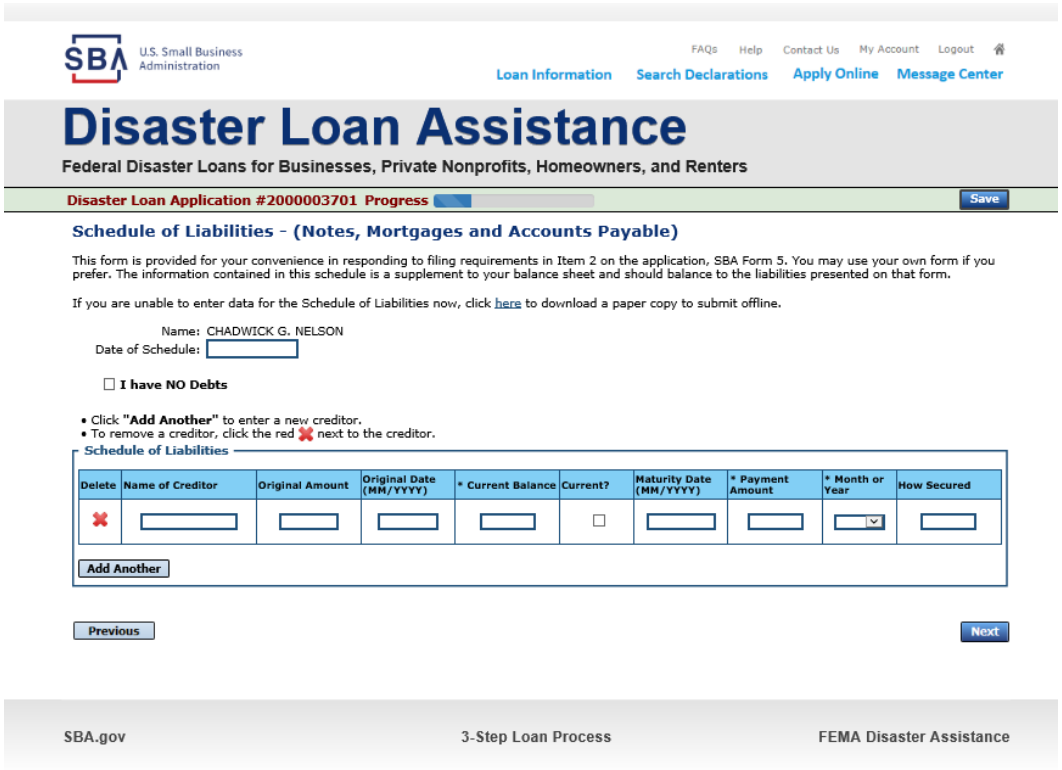
Previous — Next

Schedule of Liabilities – SBA form 2202

Applicant would click on Schedule of Liabilities and either complete the SBA form or upload the applicant's document

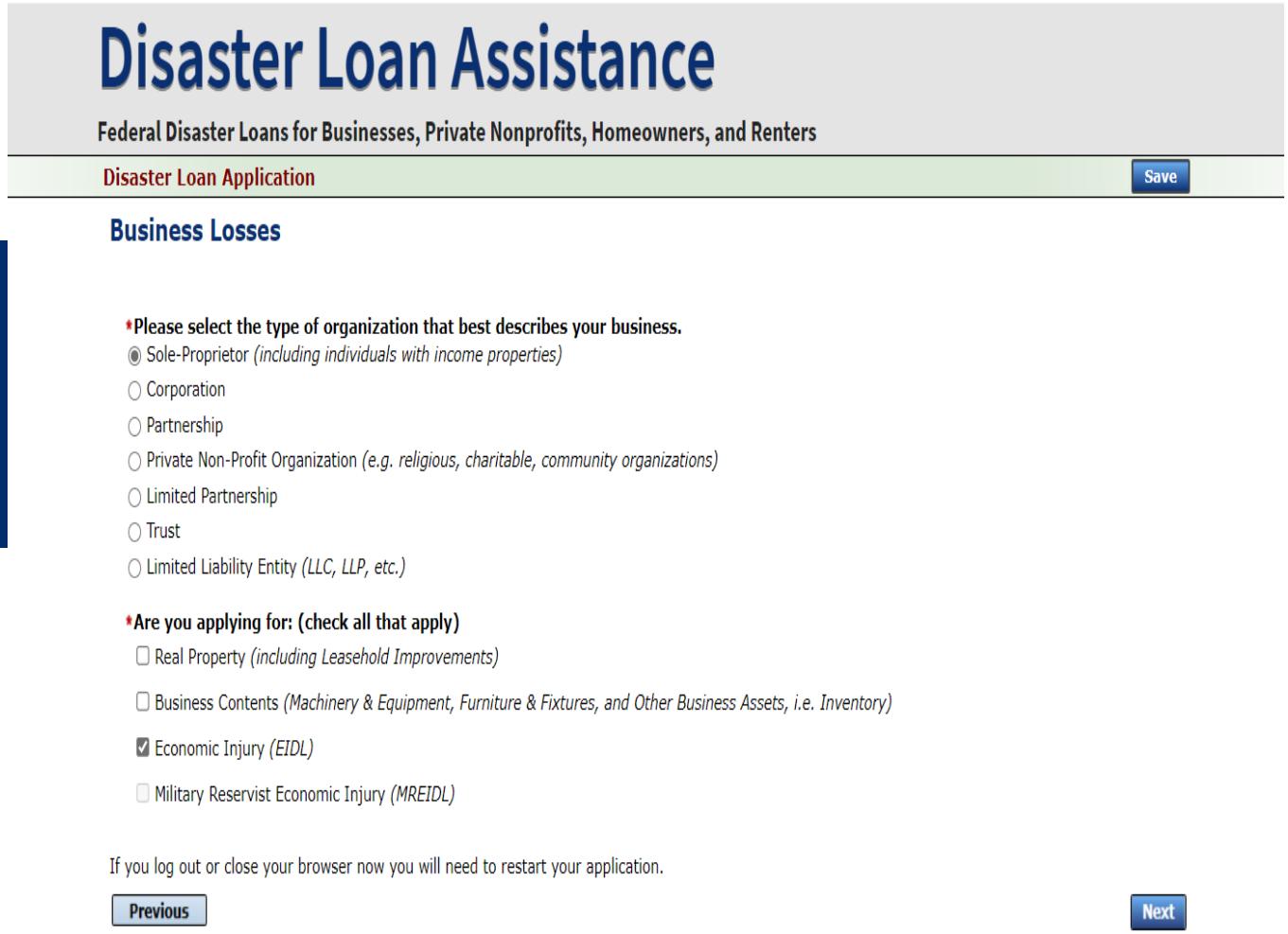
Complete each ***Schedule of Liabilities*** *(SBA Form 2202)* shown below.

CHADWICK G. NELSON Start

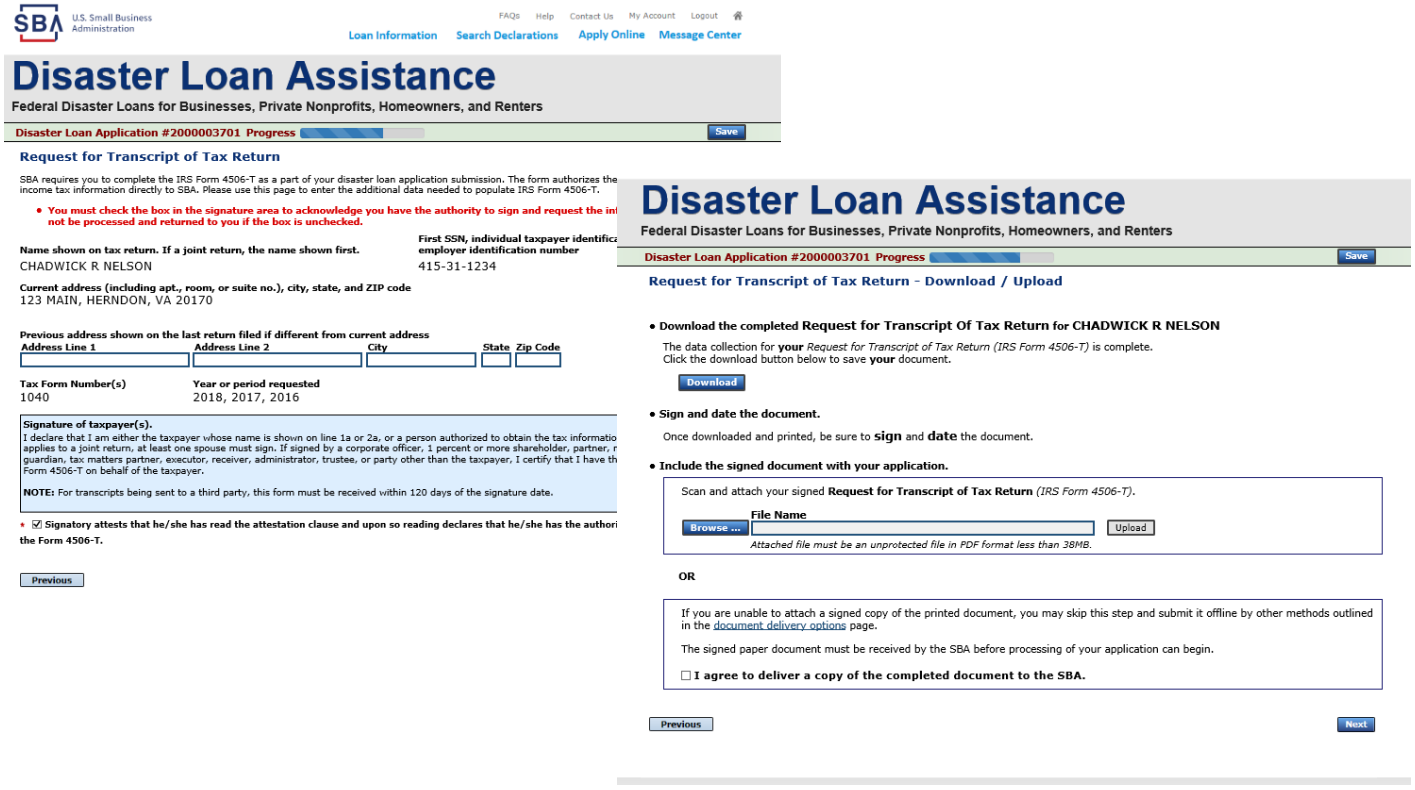


Business Losses

A Sole-Proprietor will use "Sole-Proprietor" - All other business will select the appropriate type of organization. Also be sure to select "Economic Injury" (EIDL).



Uploaded 4506T

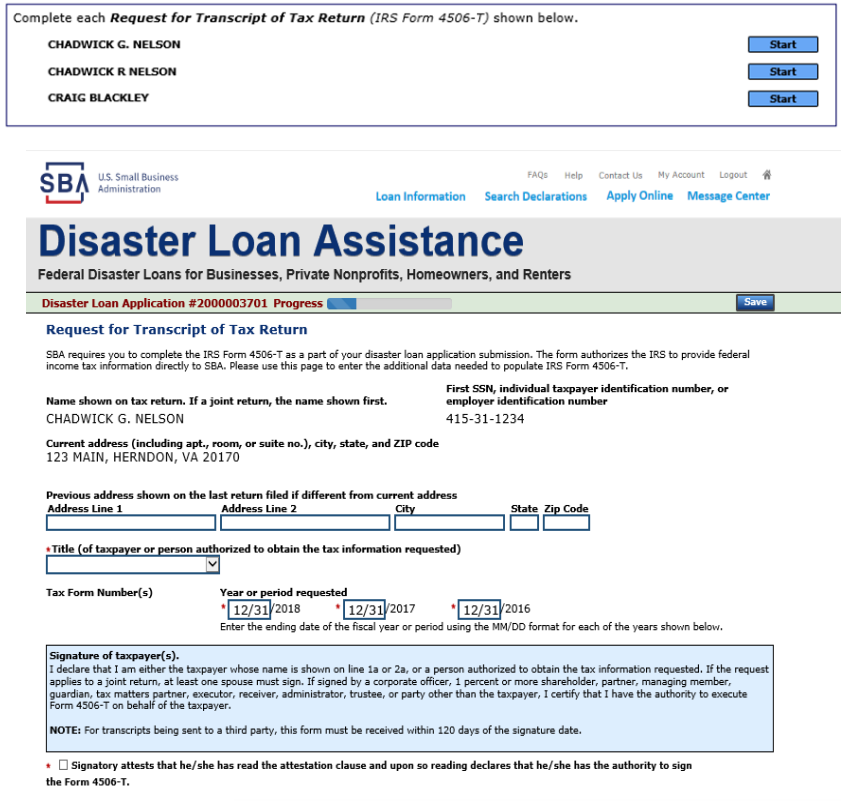


The 4506T can be uploaded once the form is printed and signed. You would need to save a copy on your desktop, once saved browse find the document and upload.

You could also opt to deliver offline

Electronically file 4506T

Each Applicant and Partner must submit a 4506T



Complete each ***Request for Transcript of Tax Return*** *(IRS Form 4506-T)* shown below.

CHADWICK G. NELSON	Start
CHADWICK R NELSON	Start
CRAIG BLACKLEY	Start

U.S. Small Business Administration

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Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress Save

Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

Name shown on tax return. If a joint return, the name shown first.
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1 | Address Line 2 | City | State | Zip Code

*Title (of taxpayer or person authorized to obtain the tax information requested)

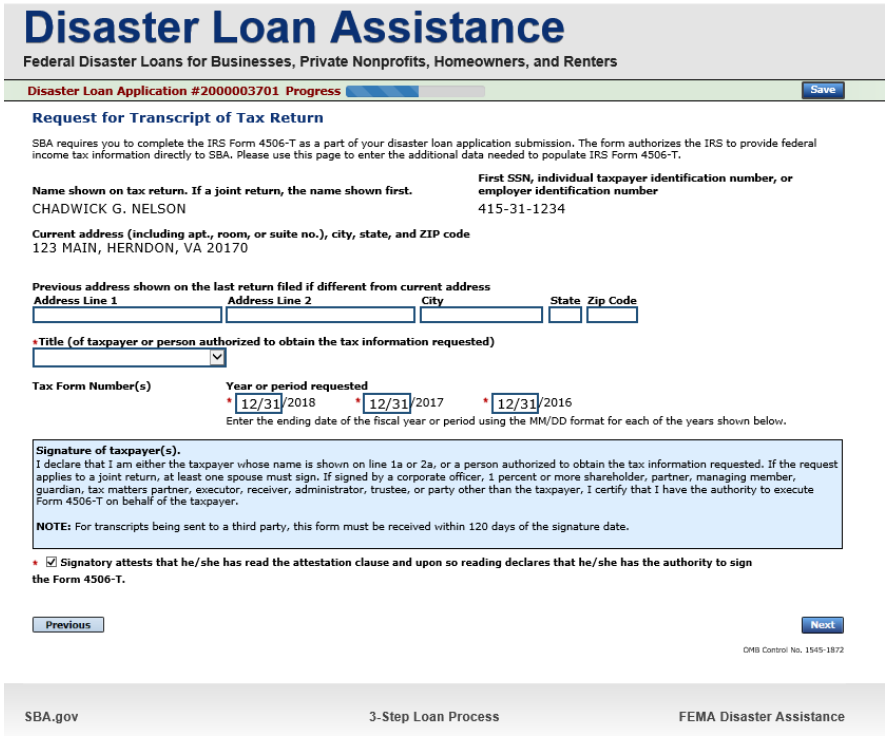
Tax Form Number(s)

Year or period requested
* 12/31/2018 * 12/31/2017 * 12/31/2016
Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

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.**



Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress Save

Request for Transcript of Tax Return

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Name shown on tax return. If a joint return, the name shown first.
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1 | Address Line 2 | City | State | Zip Code

*Title (of taxpayer or person authorized to obtain the tax information requested)

Tax Form Number(s)

Year or period requested
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Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

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.

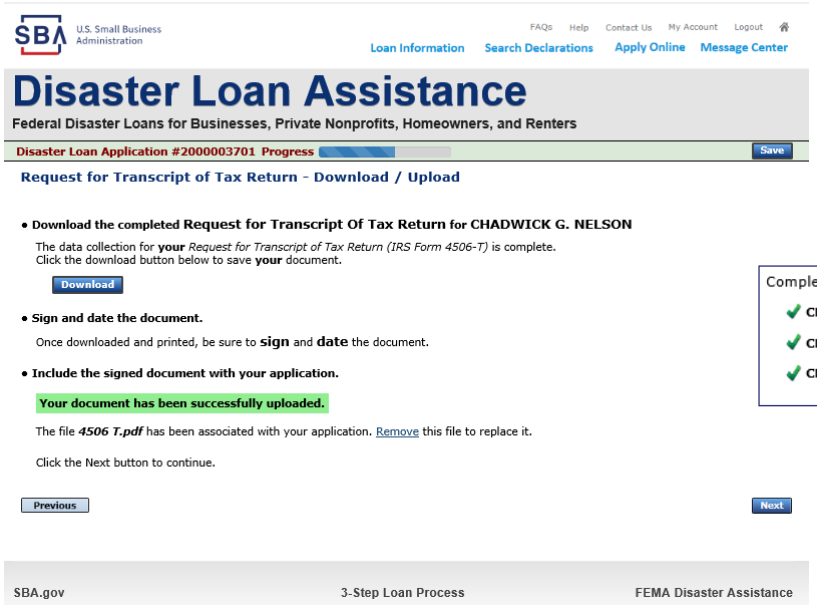
* ☑ **Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.**

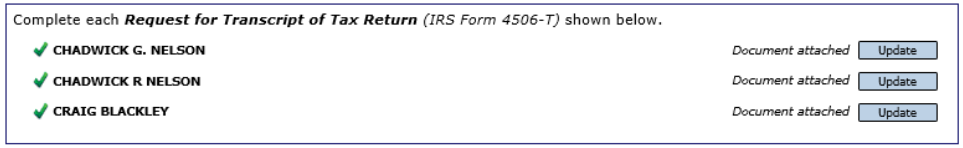
Previous Next

OMB Control No. 1545-1872

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

4506T Uploaded Successful





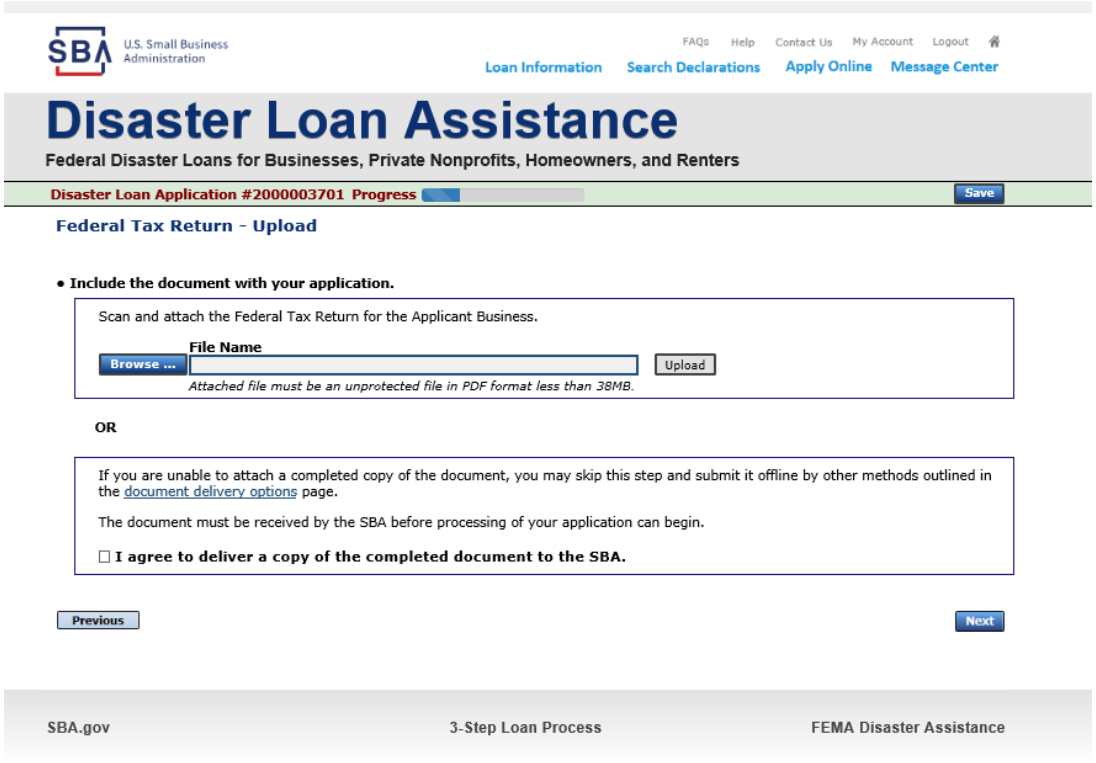
Once the 4506 T is uploaded you will receive a message back indicating the transmittal was successful. Make sure all fields are complete. All partners must submit this form for their individual and business taxes.

Tax Returns

To complete your application you must upload your most recent tax returns.

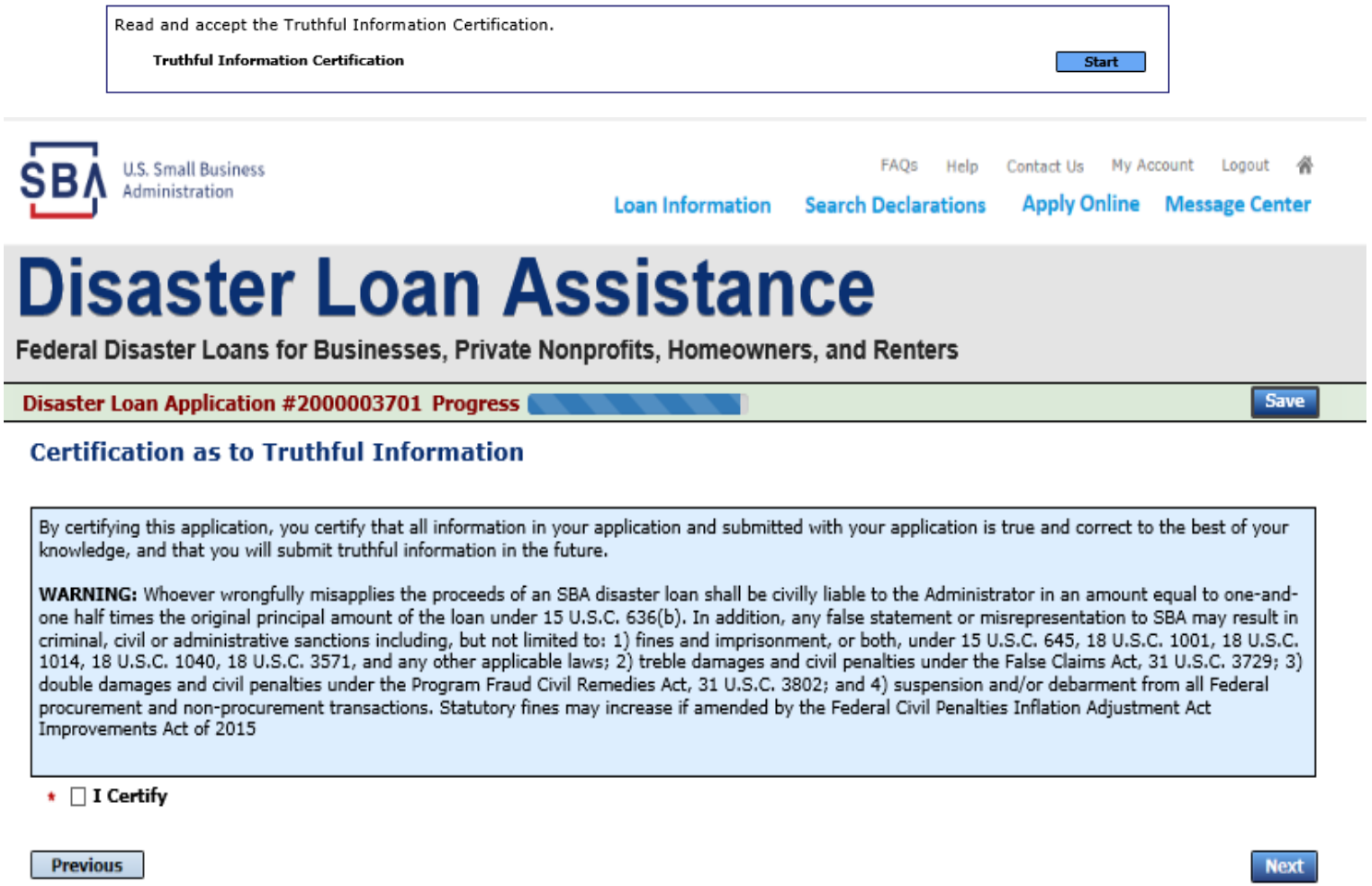
Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON — Start



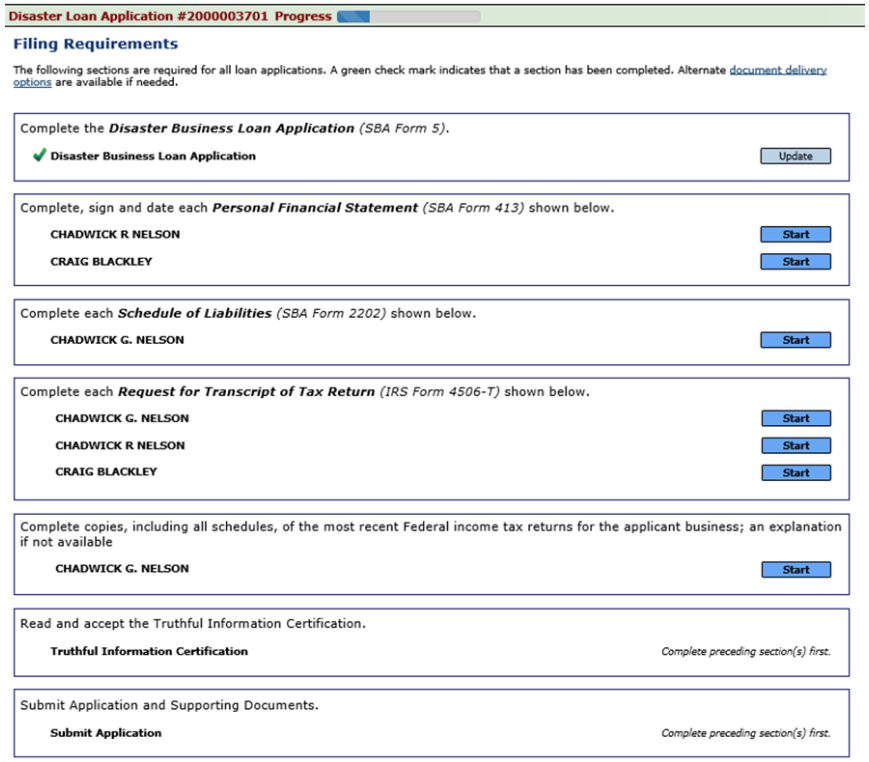
Taxes would be scanned and saved on the desktop. You would browse your desktop and then upload the tax returns.

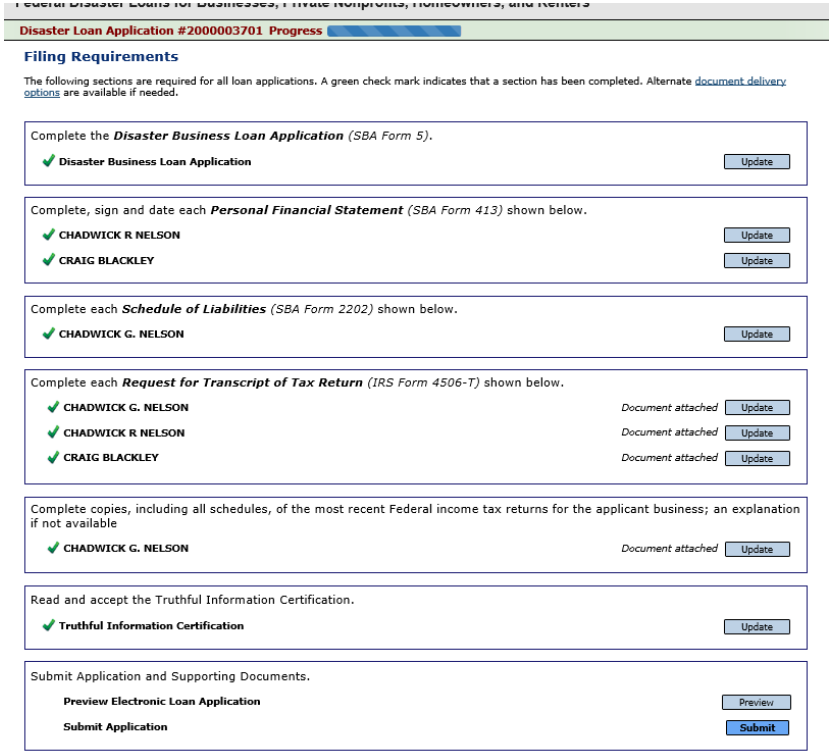
Certificate as to Truthful Information



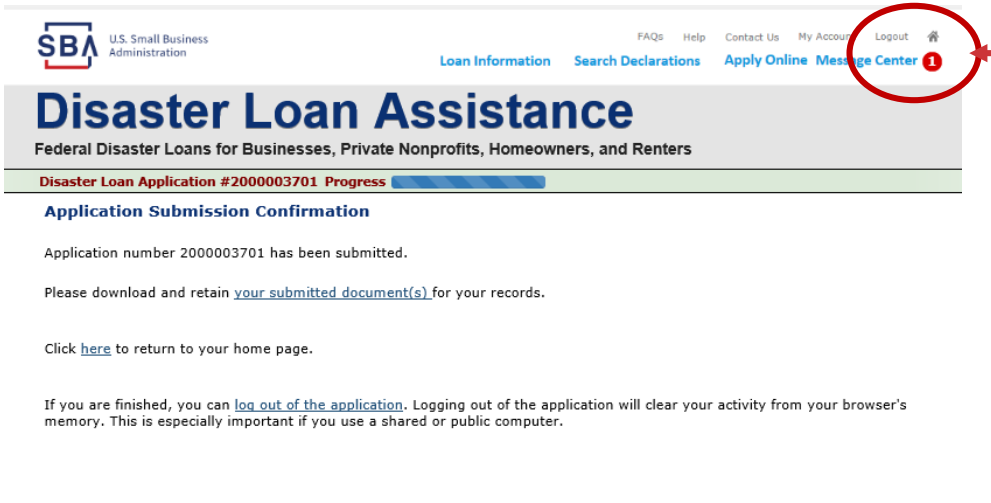
Filing Requirements Complete

You can see that all filing requirements no longer say “start” what shows now is all filing requirements have been updated and the application is ready to submit

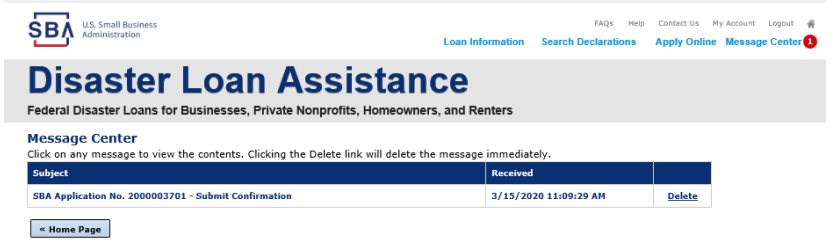




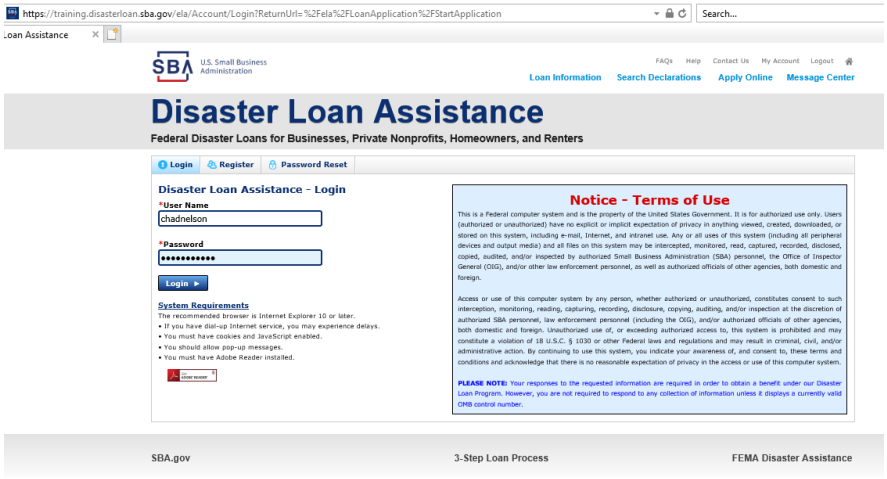
Application Successfully Submitted



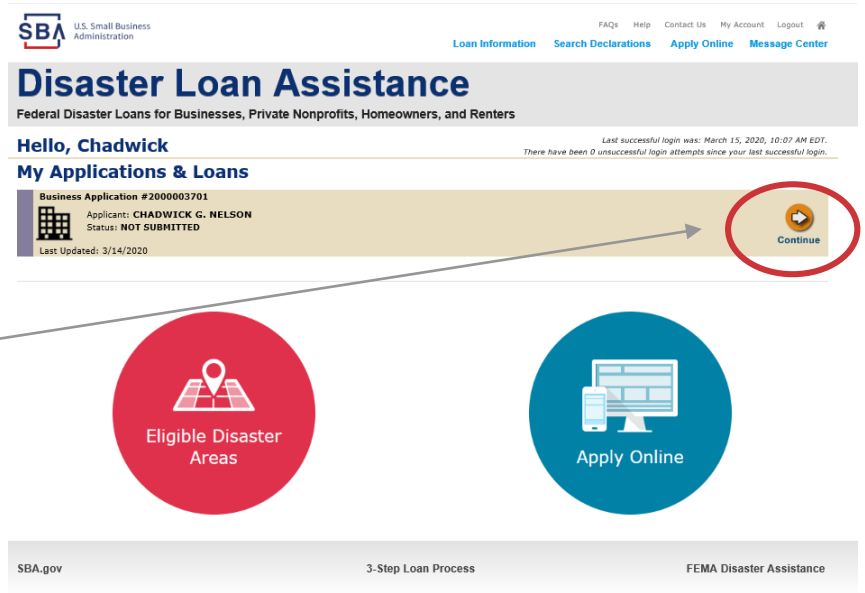
Once the application is successfully submitted you will get this page. In the right hand corner a message indicator will appear. The message confirms submittal of the application



Returning to Complete Application

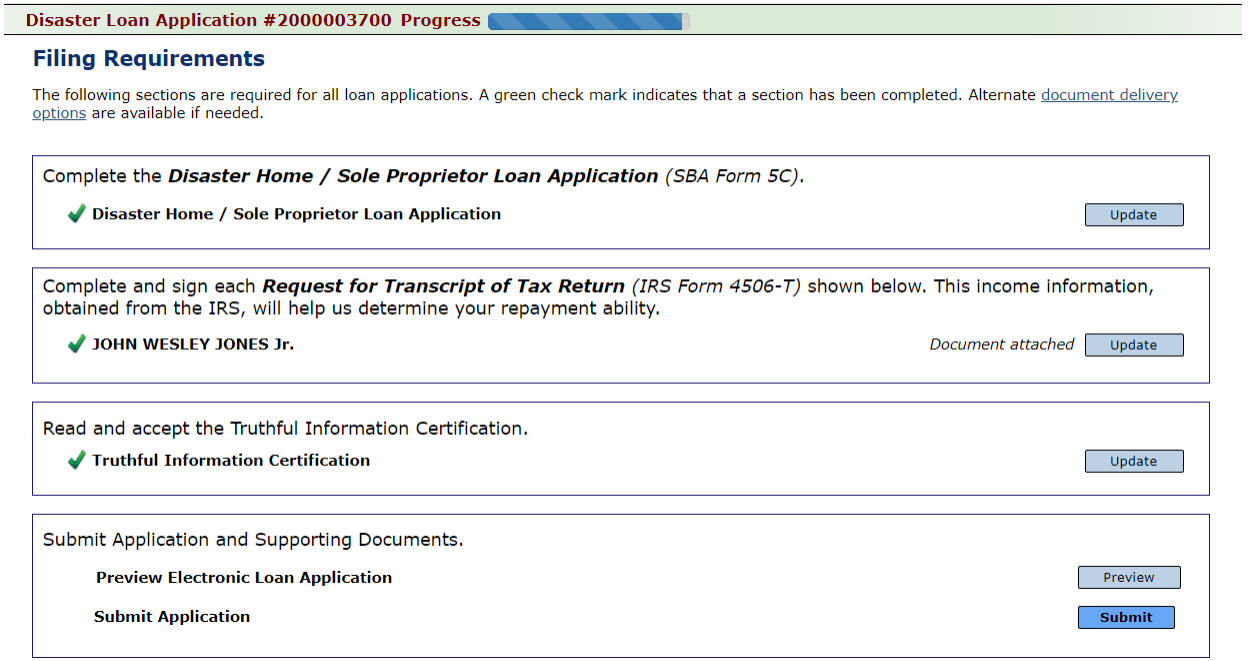


Input your user-name and password to complete a started application, once in click on “Continue”



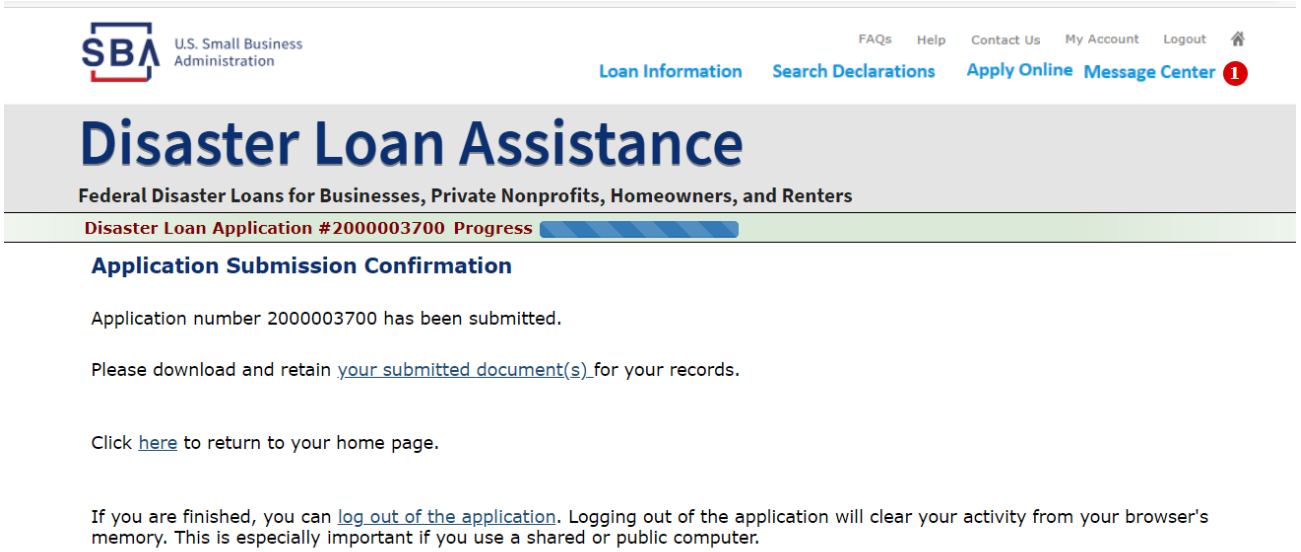
Submit Application

Finally you can submit your application when the “Submit” icon appears.

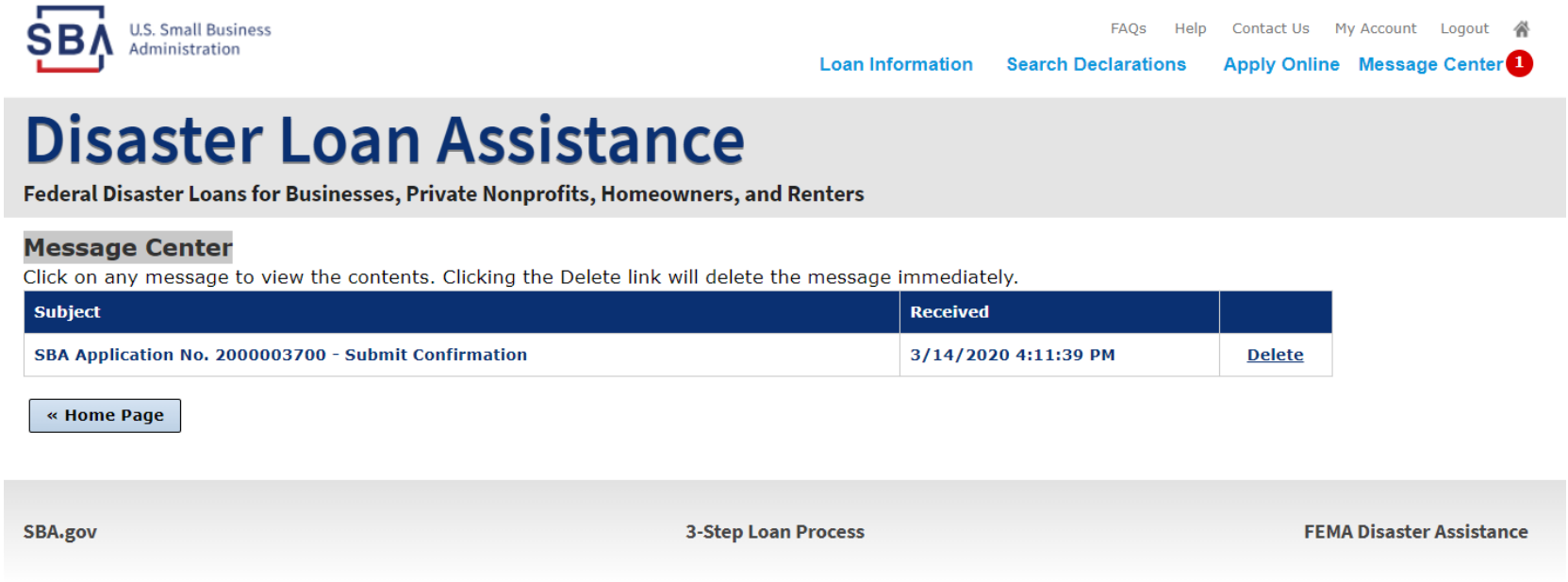


Application Submission Confirmation

After submission you will see that your application number has been submitted.



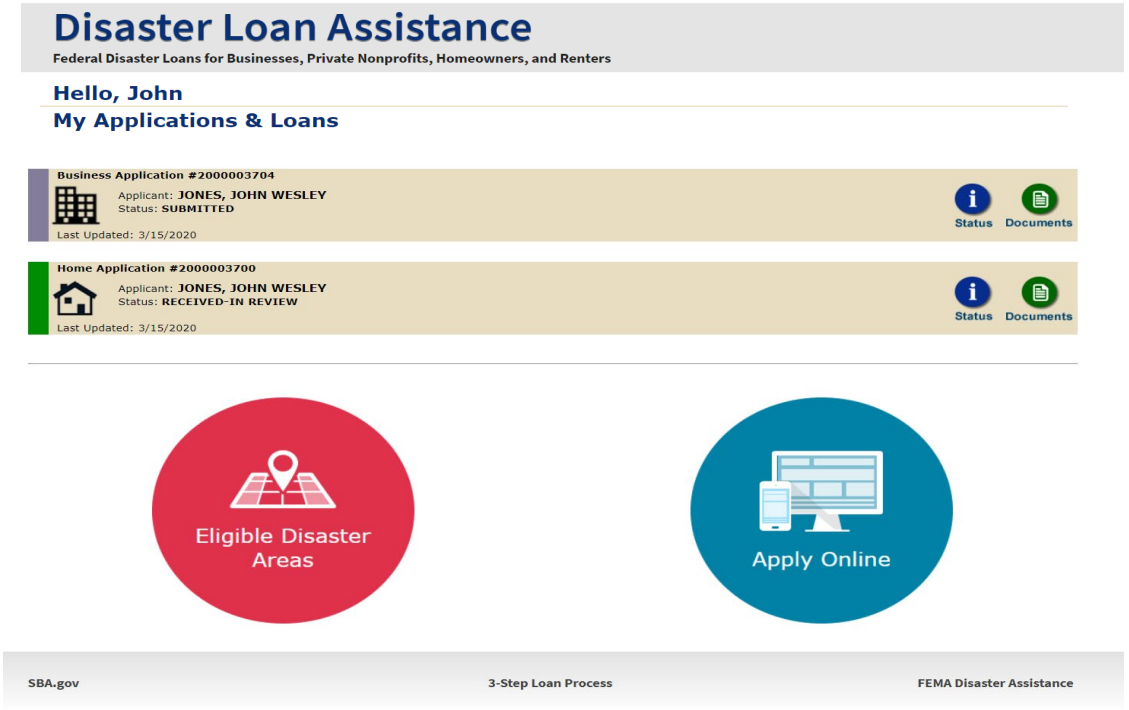
Message Center



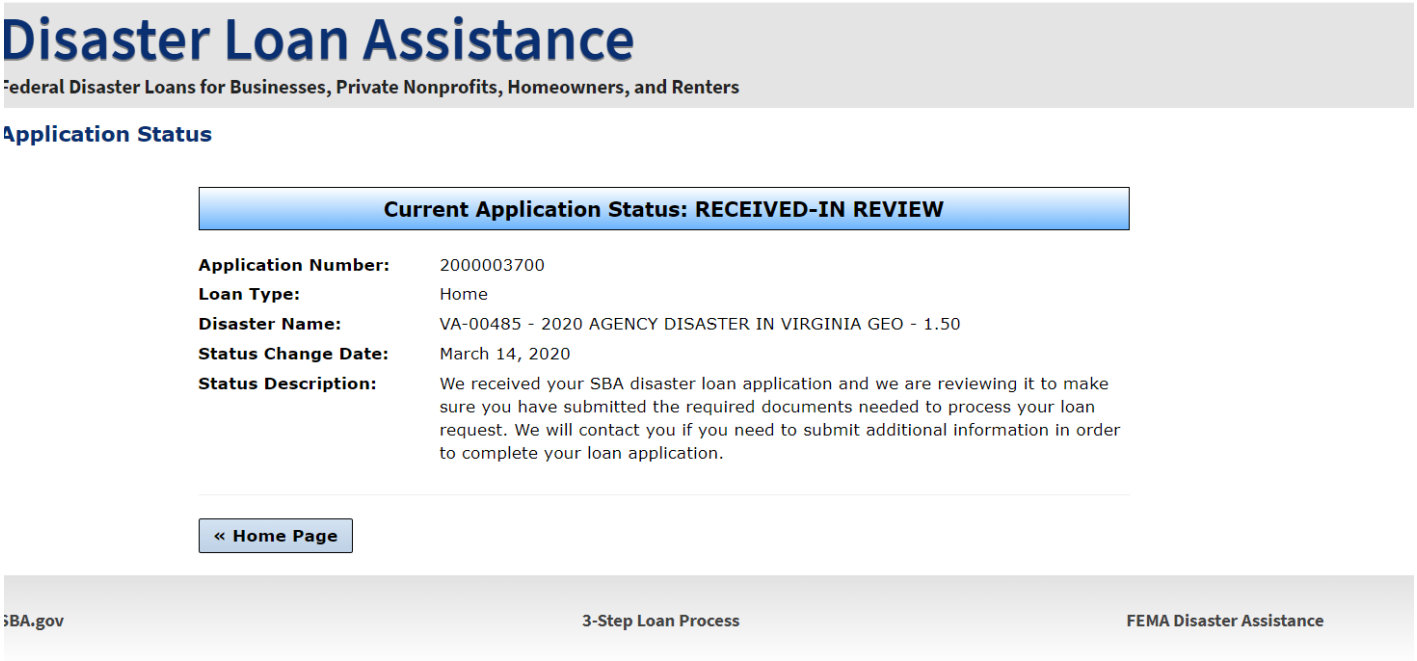
Home Page

After competing application you automatically return to the home page.

From here you can check the status of your application by clicking the “Status” icon.



Application Status



Any Questions?

Contact SBA's Disaster Customer Service Center at 800-659-2955 (*800-877-8339 for the deaf and hard-of-hearing*) or by sending an email to disastercustomerservice@sba.gov.

More information concerning
SBA and its programs
visit our website at:
www.sba.gov/disaster