



**PCDFc**

PENNSYLVANIA COMMUNITY DEVELOPMENT  
& FINANCE CORPORATION

2561 BERNVILLE ROAD, READING, PA 19605 • 610 898-6045 • FAX 610 370-3770

## 504 Loan Application

### Company Information

Company name \_\_\_\_\_

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

Principal in charge \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Secondary contact \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
(IN HOUSE CONTROLLER OR BOOKEEPER)

Type of Business \_\_\_\_\_ Date established \_\_\_\_\_

Type of entity (check one)    Proprietorship    Partnership    Corporation    LLC

### Company Ownership

Name \_\_\_\_\_ Title \_\_\_\_\_ % of Ownership \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ % of Ownership \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ % of Ownership \_\_\_\_\_

### Affiliate Businesses

Name \_\_\_\_\_ Owner \_\_\_\_\_ % of Ownership \_\_\_\_\_

Name \_\_\_\_\_ Owner \_\_\_\_\_ % of Ownership \_\_\_\_\_

### Existing Business Locations

Address \_\_\_\_\_ Sq. Feet \_\_\_\_\_ Lease Payment \_\_\_\_\_ Replaced by new facility \_\_\_\_\_

Address \_\_\_\_\_ Sq. Feet \_\_\_\_\_ Lease Payment \_\_\_\_\_ Replaced by new facility \_\_\_\_\_

### References

Bank name \_\_\_\_\_ Acct. # \_\_\_\_\_ Acct Officer \_\_\_\_\_ Phone \_\_\_\_\_

Bank name \_\_\_\_\_ Acct. # \_\_\_\_\_ Acct Officer \_\_\_\_\_ Phone \_\_\_\_\_

Bank name \_\_\_\_\_ Acct. # \_\_\_\_\_ Acct Officer \_\_\_\_\_ Phone \_\_\_\_\_

Accountant \_\_\_\_\_ Firm Name \_\_\_\_\_ Phone \_\_\_\_\_

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### Nature of Your Business

Nature of your business \_\_\_\_\_

Type of products or services (include any catalogs or brochures) \_\_\_\_\_

Geographic market area \_\_\_\_\_

List major competitors \_\_\_\_\_

### Project Information

Street address of project \_\_\_\_\_

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

What is the sq. footage of the new building? \_\_\_\_\_ What is the sq. footage your company will occupy? \*

\*Please note- We require your company to occupy 51% of an existing building or 60% of a new building.

Transaction closing date \_\_\_\_\_ Realtor's name \_\_\_\_\_ Phone \_\_\_\_\_

If known, how will the property be vested (ie. Individually, partnership, LLC, corporation, trust...)

Please provide appropriate document (i.e Partnership Agreement, LLC documents, Articles of Incorporation, Trust Agreement...)

Please provide copies of all existing leases.

### Total Project Costs

#### Purchase existing building or Equipment only

Purchase price..... \$ \_\_\_\_\_

Tenant Improvements ..... \$ \_\_\_\_\_

Equipment\* ..... \$ \_\_\_\_\_

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

\*Please note- Equipment to be financed must have a useful life of 10 years or greater

Total..... \$ 0

#### Construction Project

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

Construction Bid..... \$ \_\_\_\_\_

Architects, permits, other soft costs.... \$ \_\_\_\_\_

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

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

Total..... \$ 0