



## Russell County Economic Development Loan Fund:

### Guidelines/Requirements:

*The Russell County Economic Development Loan Fund is administrated by the Russell County Economic Development & CVB office and is funded by the ½ cent sales tax for economic development and capital improvements.*

- Applicants must be opening a new business or expanding a current business in Russell County, Kansas.
- A maximum amount of \$15,000 per application will be funded.
- Applicants must provide –
  - A Business Plan – preferably through the FHSU SBDC
  - Business or Personal Financials
  - Two years of tax returns
  - Resume
  - Three letters of Reference
- A Collateral or Promissory Note will be required to secure loan.

\*If a business sells but stays in Russell County, Kansas, and the loan is not paid off, the owner must contact the Russell County Economic Development Office within 15 days to setup a payment agreement.

\*If the business sells and is moved out of Russell County, Kansas, the balance of the loan is due immediately.



# Russell County Economic Development Loan Fund:

## Application:

<b>Applicant Name:</b>
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<b>Applicant Address:</b>
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<b>Business Name:</b>
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<b>Business Address:</b>
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<b>Phone:</b>	<b>Email:</b>
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<b>Website:</b>	<b>Social Media:</b>
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<b>Type of Business:</b>	<b>Date Established:</b>	<b>Business Tax ID #:</b>
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<b>Number of Employees:</b>	<b>Retained:</b>	<b>Creating:</b>
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\*Do you own the building your business is in?      Yes       No

    If no, do you have permission from the owner to do improvements?      Yes       No

\*Have you ever filed for bankruptcy?      Yes       No

\*Does the business have any pending lawsuits?      Yes       No

\*Are there any tax liens filed against you or the business?      Yes       No

## Funding Request Information:

Total Project Budget:	Personal Contribution:
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Financial Int. Investment:	Amount Requested:
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Describe the project in detail & provide a breakdown of how the funds will be used:

List Resource Partners:

Additional Comments:

Signature:	Date:
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### Office Use Only –

Term of Loan:	Interest Rate:
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