

**REVOLVING LOAN FUND  
APPLICATION  
UPDATED 3/2004**

Date Received: \_\_\_\_\_  
(for office use only)

Received By: \_\_\_\_\_  
(for office use only)

Please read instructions before completing this form.

APPLICANT IDENTIFICATION

Applicant Name: \_\_\_\_\_

Social Security No. \_\_\_\_\_  
or Tax I.D. No. \_\_\_\_\_

Applicant Is:

Individual \_\_\_\_\_

Corporation \_\_\_\_\_

Partnership \_\_\_\_\_

If corporation or partnership, list names and % ownership of all owners.

- 1.
- 2.
- 3.
- 4.

Applicant Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Office

\_\_\_\_\_ Home

\_\_\_\_\_ Fax

\_\_\_\_\_ E-Mail Address



Provide Brief Description of New Use Below:

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HISTORICAL STATUS

Is the building located in the downtown National Register District? \_\_\_\_\_

Is the building a “contributing” building in the district? \_\_\_\_\_

Is the building individually listed on the National Register? \_\_\_\_\_

Does the building have a “state” historic marker? \_\_\_\_\_

Does the building have a local HC (Historical Cultural) designation? \_\_\_\_\_

\*Attach current & historic photographs of building facade.

DESIGN INFORMATION

\*Please provide site plans for any work to be completed on the interior or exterior.

\*Please submit colored renderings of work to be completed on facade.

In the categories below and on the following pages, please submit a detailed description of proposed work. If not applicable, simply write “NA”.

Describe existing exterior facade materials proposed to be removed:

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Describe window frame and glass treatment (repair, replacement, etc.):

Storefront: \_\_\_\_\_  
\_\_\_\_\_

Upper Floors: \_\_\_\_\_  
\_\_\_\_\_

Transoms: \_\_\_\_\_  
\_\_\_\_\_

Window glass treatment:

Storefront: \_\_\_\_\_  
\_\_\_\_\_

Upper Floors: \_\_\_\_\_  
\_\_\_\_\_

Transoms: \_\_\_\_\_  
\_\_\_\_\_

Preparation of substrate to receive paint:

\_\_\_\_\_  
\_\_\_\_\_

Paint colors and location:

\_\_\_\_\_  
\_\_\_\_\_

Door treatment (repair, replacement, etc.):

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Signage:

Number of signs for facade: \_\_\_\_\_

Size: \_\_\_\_\_ Colors: \_\_\_\_\_

\_\_\_\_\_

Illuminated? Yes ( ) No ( ) How? \_\_\_\_\_

Location: \_\_\_\_\_

Materials: \_\_\_\_\_

Please describe any repair that will be completed on the roof, gutters, down spouts, etc:

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Describe work to be completed on each elevation (exterior wall) of the building:

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Describe parking facilities, number of vehicles accommodated:

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Describe accessibility accommodations:

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Description of interior work to be completed:

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Brick and mortar (including tuckpointing) or stucco repair:

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Brick and mortar or stucco cleaning, do not sandblast:

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Cornice treatment:

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Awnings:

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Storefront repair and/or replacement:

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Estimated time of construction (month) \_\_\_\_\_ until (month) \_\_\_\_\_  
\_\_\_\_\_ (year).

FINANCIAL INFORMATION

1. Amount requested from Revolving Loan Fund \$ \_\_\_\_\_
2. Matching funds and if applicable, other funding \$ \_\_\_\_\_
3. Total project cost \$ \_\_\_\_\_

Percentage of loan for exterior work: \_\_\_\_\_ %

Percentage of loan for interior work: \_\_\_\_\_ %

Loan amortization requested (maximum 10 years): \_\_\_\_\_

Source of Revolving Loan Payment: \_\_\_\_\_

Proposed collateral:

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Value: \_\_\_\_\_

Source of valuation: \_\_\_\_\_

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Date of valuation: \_\_\_\_\_

Matching funds will come from.....  
Matching funds must be dollar for dollar of loan request

\*Is a document proving the applicant is a “qualified borrower” from this financial institution attached? \_\_\_\_\_

The undersigned certifies that the information contained in this application and attachments has been carefully read and is true and correct. I understand that members of the Board of Directors and the Finance and Design Review Committee may “review” the project before, during and after construction, and that Main Street may place signage at the site stating that applicant has utilized the Main Street incentive program.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FOR MAIN STREET USE ONLY**

1. Date of Finance and Design Review Committee \_\_\_\_\_

Committee Members Present:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Outcome: \_\_\_\_\_

Information requested by Main Street Finance and Design Review Committee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. If needed, date of second Finance and Design Review Committee:

Committee Members Present:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Outcome: \_\_\_\_\_

Information requested by Main Street Finance and Design Review Committee:

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3. Date of Board of Directors meeting: \_\_\_\_\_

Board Members Present:

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Outcome: \_\_\_\_\_

Information requested by Main Street Board of Directors:

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4. Check given to applicant: \_\_\_\_\_