

Applying for SBA's Economic Injury Disaster Loan using the 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 an EIDL application. Filing Requirements (Forms can be downloaded at <u>https://disasterloan.sba.gov/ela/Information/PaperForms</u>) You will need to complete forms, then upload the forms or transfer the information to DLAP:



- US SBA Disaster Loan Application for Small Businesses (SBA-5)- <u>OR</u> US SBA Disaster Loan Application for Sole Proprietors (SBA-5C)
- 2019 Business Tax Return with all schedules (Filed) <u>OR</u>
 Your 2019 year-end Profit and Loss Statement and Balance Sheet & Most Recent (Filed) Business Tax Return
- Completed Tax Information Authorization (IRS Form 4506T) for each business owner/partner
- US SBA Schedule of Liabilities (SBA 2202)
- US SBA Personal Financial Statement (SBA 413)
- 2020 Year to Date Profit and Loss Statement
- Additional Filing Requirements providing monthly sales figures (SBA Form 1368)
- US SBA Monthly Sales Figures (SBA 1368)-Attached



If you need assistance completing the forms,

Contact your NYSSBDC Business Advisor. If you don't have a Business Advisor, make an appointment for online counseling with a business advisor at one of the 24 NYS centers by going to:

http://nyssbdc.org/appointment.html

Go to: <u>https://disasterloan.sba.gov/ela/</u> to access the Disaster Loan Application Portal (DLAP)





TAQs Help Contact Us Register Login #

Disaster Loan Assistance

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



Disaster Loan Application Portal (DLAP)



DOUBLE-CLICK ON THE LINK TO ACCESS THE SITE

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



Register for the first time/Log In to Saved Applications



SBA U.S. Small Business Administration

FAQs Help Contact Us Register Login 🖷 Loan Information Search Declarations Apoly Online

Disaster Loan Assistance

Password Reset

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

you can:

1) Begin a new application by clicking on Register

From this page

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

User Name	
User Name	
Password	
Password	

A Register

Disaster Loan Assistance - Login

Login 🕨

C Login

System Requirements

The recommended browser is Internet Explorer 10 or later. • If you have dial-up Internet service, you may experience delays.

You must have cookies and JavaScript enabled.

· You should allow pop-up messages.

· You must have Adobe Reader installed



Notice - Terms of Use

This is a Federal computer system and is the property of the United Distes Government. It is for authorized use only, Users (subhasted or unauthorized) have no explicit or implicit expectation of privacy is anything viewed, created, devoluabled, or stored on this system, including ermail, Internet, and internet use. Any or all uses of this system (including all pergheral devices and output media) and all files on this system may be intercepted, monitored, read, read, readed, disclosed, copied, auditor inspected by authorized Small Business Administration (SBA) personnel, the Office of Inspector General (200), and/or other law enforcement personnel, as well as authorized officials of other agencies, both domestic and foreign.

Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to such interception, monitoring, reading, capturing, resenting, disclosure, capying, auditing, and/or inspection at the discretion of authorized SRA personnel, lass enforcement personnel (including the COD), and/or authorized officials of other segments, both domestic and foreign. Unauthorized use of, or exceeding suborized autocities of states agencies, both domestic and foreign. Unauthorized use of, or exceeding suborized access to, this system is prohibited and may constitute a violation of 18 U.S.C. § 1000 or other Federal laws and regulations and may result in criminal, civil, and/or administrative action. By continuing to use this system, you indicate your avarances of, and consent to, these terms and conditions and acknowledge that there is no reasonable expectation of privacy in the access to use of this computer system.

PLEASE NOTE: Your responses to the requested information are required in order to obtain a benefit under our Disaster Loan Program. However, you are not required to respond to any collection of information unless it displays a currently valid ONB control number.

Complete Initial Registration Information

U.S. Small Business Administration				Lor	raqu in Information	weip Contact Us Search Declaration	Register Login 🖷 ns Apply Online
Disaster Lo Federal Disaster Loans for Busine	an A	Assistan	Ce rs, and Ren	ters			
User Registration (Part 1 of the registration information that you p correct. WARNING - For your security, naviga nformation entered. To ensure your re	2) rovide will be ting away from egistration is so	used to verify your identity n either of the registration accessful, complete part 1	and for futur pages before and part 2 of	e logins. Plea the registration the registration	se ensure that on process is co on process com	this information is impleted will clear pletely.	accurate and out any
Personal Information							
First Name Chadwick Social Security Number	MI G	*Last Name Nelson *Date of Birth		Seffix Sr. ♥			
415-31-1234		12/15/1985	J				
Primary Address (Prior to the Dis	aster)						
Address Line 1							
123 Main							
ddress Line 2							
Address Line 2							
City	•Chate		*Zin Code		County		
Herndon	Virginia	×	20174		Fairfax		
mail Address marilynsdogan@gmail.com		Re-enter Email Address manilynsdogan@gmail.com			Receive a	tatus notifications b	y enail
is an additional security measure, we application once you complete the regi	will be sending stration proce	g a separate pass code to y ss. You must have access t	our phone or o your phone	email which y or email to re	you will need to sceive your pas	log in to the disas s code to login.	iter loan
Primary Phone Number		Alternate Phone Number					
817-845-3369		404-909-1585					
" I acknowledge and understand tha Business Administration to auther resulting from my use of the author	it third parties a ticate my ident intication service	are providing information or ity. I agree to hold harmless en.	services to the said third part	U.S. Small Bur ies and indemr	iness Administra ify said third par	ation in order for the rties from any and a	e U.S. Small il liability
Cancel							Next

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. Add a second contact number where prompted

WARNING - For your security, navigating away from either of the registration information entered. To ensure your registration is successful, complete part 1	pages before the registration process is completed will clear out any and part 2 of the registration process completely.
User Data	
*User Name chadnelson (Nurt ba at least 6 characters)	
"Passwerd " Wast be at least 8 characters and must contain at least three of the following items: one upper where, one special character from this list: (d=\$%^&C+=DD())((",<>?))	rcase letter, one lowercase letter, one
*Confirm Password Your passwords must match	
*Security Question 1 In what city and country do you want to retire? V	*Security Answer 1 Atlanta USA
*Security Question 2 In what city did you meet your spouse/significant other?	*Security Answer 2 New York
*Security Question 3 In what oity was the company where you first worked?	*Security Answer 3 New Orleans
Please type the text appearing in the image below: Note: If you cannot view the image for any reason, please dick on the speaker Then enter the code in the box below. $\widehat{\bullet}$	icon to hear the code.
*Enter Code WWICDP	
Previous	Best

To advance to the next page, go next



On page 2 of the registration you will create your unique username 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







Save

Special Note

If you receive a message like the one below, depress "SAVE" so that you don't lose your information.

reveral Disaster Loans for Dusinesses, ritvate indipionts, nonneowners, and renters

Disaster Loan Application #2000003701 Progress

III ALERT III Please save your data by clicking the SAVE button shown in the upper right.

Personal Real Estate Owned

Please provide the information for real estate owned by CHADWICK R NELSON. List each parcel separately. • Click "Add Another" to enter a new property

Returning to Saved Application

https://training.disasterloan.sba.gov/ela/Account/Login/ReturnUrls %2Fela%2FLoanApplication%2FStartApplication





SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

- ≜C Search.



Application Instructions for Corporations, Partnerships, Private Non-Profits, Limited Partnerships, Trusts, Limited Liability Companies

(Sole Proprietorship Instructions Begin on Slide # 34)

Certification





FAQs Help Contact Us My Account Logout 🗌

Loan Information Search Declarations Apply Online Message Center

Disaster Loan Assistance

Click "Save" on every page before moving to the next page

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

Disaster Loan Application Progress

Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

WARNING: Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-andone half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015

I Certify

Previous

If you log out or close your browser now you will need to restart your application.

Click "I Certify" Box, then "Next"

Next

Save

Business Type



U.S. Small Business Administration Lean Information Sear	RAQs Help Contact Us My Account Logeut de ch Declarations Apply Online Message Center	
Disaster Loan Assistance Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and	e Renters	For the first question, check your business
Disaster Loan Application	Save	type
Business Losses Please select the type of organization that best describes your business. Sole-Proprietor (including individuals with income properties) Corporation Partnership		 Sole Proprietorship Corporations Partnership Private Non-Profit Organizations Limited Partnership
 Private Non-Profit Organization (e.g. religious, charitable, community organizations) Limited Partnership Trust Limited Liability Entity (LLC, LLP, etc.) Are you anothing fors (check all that apply) 		 Trust Limited Liability Entity
Real Property (including Leasehold Improvements) Business Contents (Machinery & Equipment, Furniture & Fixtures, and Other Business Assets, Economic Injury (EIDL) Military Reservist Economic Injury (MREIDL)	i.e. Inventory)	For the second question, Check Economic Injury (EIDL)
If you log out or close your browser now you will need to restart your application. Previous	Next	Once you make your selection the system will automatically direct you to the correct form .
SBA_gov 3-Step Loan Process	FEMA Disaster Assistance	

Select State /County / Disaster Declaration



SBA U.S. Small Business Administration	FAQs Help Loan Information Search Declarations	Contact Us My Account Logout 🖷 Apply Online Message Center	Use	e the drop-down b	oox and	select	: the Sta
Disaster Loan Federal Disaster Loans for Businesses, Pri	Assistance vate Nonprofits, Homeowners, and Renters		ar	nd County where t	the loss	has h	appeneo
Disaster Loan Application Progress		Sive					
Declaration Selection							
Please enter the State and County of the property dama	ged by the disaster.						
*Stabe *County Vrginia ♥ Salect a County	N						
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			Disaster Loan Applicatio	n Progress			Save
			Declaration Select	ion			
			Please enter the State and C	ounty of the property damaged by the disaster.			
			*State Virginia	*County Fairfax			
Select (oronavirus (COV/IF	10)	 Select the Disaster that a 	ffected you.			
Jelett			Select Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline

0	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	VA	1/30/2020	10/27/2020
٠	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	VA	1/28/2020	10/27/2020
0	ALICE DCMS 2.0 SF LV PRES IA DISATSER	Alice DCMS 2.0 SF LV PRES IA Disaster	VA	11/1/2019	8/10/2020
0	NEW DCMS 2.0 PRES IA	NEW DONE 1 A RECEIN DIGACTER EAR TON/AA	LIR.	0/10/1010	\$/37/3031

Complete Certifications



SBA U.S. Small Business Administration	FAQs	Help Contact Us My Account Legout 🖷	SBA U.S. Small Business Administration	FAQS IN Loan Information Search Declaration
Disaster	Loan Assistance		Disaster Loan Federal Disaster Loans for Businesses, Pri	Assistance ivate Nonprofits, Homeowners, and Renters
Eadaral Disaster Loans for E	Rusinesses Drivate Nonprofite Homeowners and Pente	*	Disaster Loan Application Progress	
Federal Disaster Loans for E	susinesses, rivate nonpronts, noneowners, and Renter		STATEMENTS REQUIRED BY LAWS A	IND EXECUTIVE ORDERS
Disaster Loan Application Certification as to Truth	Progress hful Information	Save	To comply with legislation passed by the Congress and Business Administration (SBA), must notify you of cent Orders in Title 13, Code of Federal Regulations (CFR), the following is a brief summary of the various laws an Disatterioun.sburg.ov.	I Executive Orders issued by the President, Pederal executive tain information. You can find the regulations and policies in Chapter 1, or our Standard Operating Procedures (SOPs). Is will Executive Orders that affect SBA's Disaster Loan Program
By certifying this application, you c knowledge, and that you will subm WARNENG: Whoever wrongfully m one haff times the original principal criminal, civil or administrative san 1014; 18 U.S.C. 1040, 18 U.S.C. 31 double damages and civil penalties procurement and non-procurement Improvements Act of 2015	setify that all information in your application and submitted with your applica it truthful information in the future. isapplies the proceeds of an SBA disaster ioan shall be civilly liable to the Aci amount of the Ioan under 15 U.S.C. 636(b). In addition, any false statement clones including, but not limited to: 1) fines and imprisonment, or both, und 371, and any other applicable lans; 2) trable damages and civil penalties on under the Program Fraud Civil Remedies Act. 33 U.S.C. 380(2) and 4) suspet transactions. Statutory fines may increase if amended by the Federal Civil F	tion is true and correct to the best of your ministrator in an amount equal to one-and- t or misrepresentation to SBA may result in r 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. for the Failse (Tamm Act, 31 U.S.C. 3729; 3) sion and/or debarment from all Federal enables Inflation Adjustment Act	FREEDOM OF INFORMATION ACT (5 U.S.C. § 552) This Isus provides, with some exceptions. that we must this generally includes aggregate statistical informatio officers, directors, stockholders or partnersh, loss amo make available to thid opticate year parateritary data so competitive harm or constitute a dealy unversated by Presedent of Information Act (TOL) requests must des Office, 409 and Street, SV, Suite 3900, Washington, D PRUVACY ACT (5 U.S.C. § 552a) Anyone can request to see or get copies of any person	make records or portions of records certained in sur files in on an distantic lean program and other information suc- inst at maturity, the colleteral plottiget, and the general p ation dirit attribuy son, required by Executive Oder 1200 masses of personal privacy. The the specific records you want. For information about t X: 10416, or by email at <u>finalithm app</u> . all information that we have in your file. Any personal infor-
I Certify If you log out or close your browser Previous	now you will need to restart your application.	Next	Individual identifiers, such as name or social security in devised unless on have your written permission to relate Preadem of Information Act. The Appenments and Carl resulting from this calibration to state, Local or private ATTe Thriscy, Act authorises IBA for make certain "needer records it that when this information indicates a violat it to the appropriate approx. In their Federal, State, is enforcement or previouslos of such violations. Another Local Applied The Application of such violations. Another Local Applied The Application of such violations. Another Local Applied The Applications of the Protocy Act, you are not re- belion." Under the provisions of the Protocy Act, you are not re- belion." Under the provisions of the Protocy Act, you are not re- belion."	umber is protected by the Privacy Act, which mean resour- as the information to the requestor to unless the informa- fications section of this form contains uniting permission in flastore real-section protected by that Act. One such rou ion or potential volution of law, whether o'ld, oriental or coll of negac, charged with responsibility for or otherwise routing and permission protected by that Act. One such rou ions or potential volution of law, whether o'ld, oriental or coll of negac, charged with responsibility for or otherwise routing and permission protected by the Act. One such rou- ting and the second permission of the second permi
SBA.gov	3-Step Loan Process	FEMA Disaster Assistance	purposes - sature to provide this number may not after easier for us to more accurately identify to whom adve Note: Any person concerned with the collection, use ar Street, SYI, Suite 5900, Washington, DC 20416 or by - and the Freedom of Information Act.	It any right, benefit or privage to vitch you are entitled or use credit information applies and to keep accurate loan re- nd disclosure of information, under the Privacy Act may con e-mail at <u>fourfision cov</u> for information about the Agency's p
			DEET COLLECTION ACT OF \$982; DEFICIT REDUCTION seq.) These laws require us to aggressively collect any delin you apply for a low. If you receive a low and do not r may not be exhaustive):	VACT OF 19841 DEBT COLLECTION IMPROVEMENT ACT OF quent loan payments and to require you to give your taxpa make payments when they become due, we may take one of
R	Read and Electronically A	gree to the	*Report the demographic to credit reporting bureaus *Offset your income tax refunds or other amounts of #Editor the account to a reliant collection earboy or	ue to you from the Federal Government.

Certification of Truthful Information and the Executive Orders Document.

Disaster Loan Application Progress	
STATEMENTS REQUIRED BY LAWS AND EXECUTIVE ORDERS	
To comply with legislation passed by the Congress and Executive Orders issued by the President, Federal executive agencies, including the Small Business Administration (SBA), must notify you of certain information. You can find the regulations and policies implementing legislation (CFR), Logater 1, or cost Standard Opensing Procedures (1004). In order to provide the regulated notice the following is a bind summary of the various laws and Executive Orders that affect SBA's Disaster Law Programs. A glossary of terms can be found Disaster/smalls.gov.	
FREEDOM OF INFORMATION ACT (5 U.S.C. \$ 352)	
This law provides, with some exceptions, that we must make records or portions of records centained in our files available to persons neguesting them. This generally includes appropriat statistical information on our disaster like programs and other information nuch as names of hornwars. [and their informs, directors, actional statistical information on our disaster like information program propries of loans. We donot nuclearly make available to third parties your proprietary data without first nutriving you. required by Executive Onder 12600, or information that would cause competitive harm or constitute a dealiny unarranded incursion of personal privacy.	
Preedom of Information Act (FOIA) requests must describe the specific records you want. For information about the FOEA, contact the Chief, FOE/AP Office, 409 3rd Street, SW, Suite 3900, Washington, DC 20416, or by email at <u>foisiBituba.com</u> .	
PR3VACY ACT (5 U.S.C. § 552a)	
Anyone can request to see or get copies of any personal information that we have in your file. Any personal information in your file that is retrieved by individual identifiers, such as earne or ascial security number is protected by the Privacy Act, which means requests for information about you may be deviad unless on have your written permission to release the information to the requestor or unless the information is subject to disclose the information about you may be Presedim of Information Act. The Agreements and Certifications action of this form contains written permission for us to disclose the information resulting from the collection to state. Note or private discater relief arevices.	1
The Privacy Art authories SBA to make certain "nucleas uses" of information protected by that Act. One such notifies us for SBA's loan system of records is that when the information includes a violation or potential violation of law, whether civil, crimical or administrative in nature, SBA may refin it to the appropriate approx, whether Federal, State, local or foreign, charged with responsibility for or otherwise involved in neutrapido processors in the state in the state of the state involved in neutrapido processors in the Disaste Law Applicants and guarantis for purposes of originating, servicing, and liquidating Disaster loans. See, 69 F.R. 58598, 35617 (and as amended from time to time) for additional background and other notific uses.	1. F .
Under the provisions of the Privacy Act, you are not required to provide social security numbers. (But use the information under Dath Collection Act behav) the use social security numbers to statisticatio behaviore people with a semilar or the same name for order decisions and for debt collection purposes. Failure to provide this number may not affect any right, banefit or privilege to vhich you are extilted by law, but having the number makes assise for us to me accurately identify to whom adverse credit information capites and to state parcentals to an ecode.	R
Note: Any person concerned with the collection, use and disclosure of information, under the Privacy Act may contact the Chief, FOC(PA Office, 409 3rd Street, Sry, Suite 3500, Washington, DC 20145 or by e-mail at <u>Statistics.corr</u> for information about the Agency's procedures relating to the Privacy Act and the Freedom of Information Act.	
DEBT COLLECTION ACT OF 1982) DEFICIT REDUCTION ACT OF 1984; DEBT COLLECTION IMPROVEMENT ACT OF 1996 & other titles (31 U.S.C. 3701 e seq.)	e.
These laws require us to aggressively collect any delinquent lean payments and to require you to give your taspayer identification number to us when you apply for a loss. If you retains a loss and do not make payments when they become due, we may take one or more of the following actions (this may not be exhaustive):	lat
*Report the delinquency to credit reporting lowraus. "Offset your income tax refunds or other amounts due to you from the Federal Government. "Rafer the account to a private collection approve or other agency operating a delt collection center. "Support of under you from dong buyiness with the Referal Government."	
*Rener your loan to the Department of Justice. *Foreclose on collateral or take other actions permitted in the loan instruments.	~
I have read the Statements Required by Laws and Executive Orders.	Print
if you log out or close your browser now you will need to restart your application.	
Previous	Next

048-Coversi No. 3245-0017 Exp. 06/31/2021

AQS Help Contact Us My Account Lopout 🖷 Apply Online Message Center

Start Application – Form 5

U.S. Small Business Administration	Loan Information	FAQs Help Search Declarations	Contact Us My A Apply Online	count Legent # Message Center
Disaster Loan ederal Disaster Loans for Businesses,	n Assistan Private Nonprofits, Homeowne	Ce ers, and Renters		
isaster Loan Application #2000003701 Pr	ogress			
Filing Requirements The following sections are required for all loan applic options are available if needed.	ations. A green check mark indicates that	t a section has been com	sleted. Alternate <u>do</u>	cournent delivery
Complete the Disaster Business Loan Ap Disaster Business Loan Application	plication (SBA Form 5).			Sart
Complete, sign and date each Personal Fi Personal Financial Statement	nancial Statement (SBA Form 4)	13) shown below.	Complete preced	ing section(s) first.
Complete each Schedule of Liabilities (S Schedule of Liabilities	8A Form 2202) shown below.		Complete preced	ling section(s) first.
Complete each Request for Transcript of Request for Transcript of Tax Return	f Tax Return (IRS Form 4506-T)	shown below.	Complete preced	ing 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

Complete preceding section(s) first.

Submit Application and Supporting Documents.

Truthful Information Certification

Submit Application

ADDITIONAL INFORMATION MAY BE NECESSARY TO PROCESS YOUR APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHEN 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.



048-Control No. 3245-8017 Exp. 08/01/2021

Complete preceding section(s) first.



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.

Helpful Hint: Even where you don't see the red *, try to complete form as much as possible to avoid a delay in processing for reviewer to request information

17 you know your 9 digit FEMA Registration Number, please enter it here:	
1 ARE YOU APPLYING FOR:	1
Physical Damage Indicate type of damage	Hillary Reservist EIDL (HREIDL)
Real Property Business Contents	Name of Essential Employee
Economic Injury (EIDL)	Employee's Social Security Number
2 ORGANIZATION TYPE *Sole Proprietors should complete form SC	
O Partnership O Limited Partnership @ Limited Liability	y Entity O Other
Corporation Nonprofit Organization O 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 VECATION RENTALS CVR	817-845-3369
7 MAILING ADDRESS	
Business O Home O Temporary O Other	1
*Number, Street, and/or Post Office Box *Dip 123 Main 20130 (HERADON	VA Forts V
8 DAMAGED PROPERTY ADORESS(ES)	
BUSINESS PROPERTY IS: Cunted Leased	
Hake this Address the same as Applicant's Mailing Address entered in Section 7 *Number and Street Name \$20 MAIN \$20170 HERMOON \$20170 \$	*State *County VA Fantas V
Coverage Type Hazert v Insurance Company Phone Number of Insurance Agent 203-774-1900 Policy Number	Atstate Agent Name Tim Brogan KKU123-3KL
Add Another Insurance	
Add Another Damaged Property	
9 PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR:	Industry stress excession is a support the dealerships
Kame Dub NESON	+Name CHAD NELSON
Telephone Number 8127-845-3369	Telephone Number 817-845-3369
10 ALTERNATE WAY TO CONTACT YOU	
Cell Number	E-mail
Fax Number	00her
11 BUSINESS ACTIVITY: NACATION RENTALS	12 NUMBER OF EMPLOYEES: (Pre-disaster)
13 + DATE BUSINESS ESTABLISHED: 01/01/2008	14 * CURRENT HANAGEMENT SENCE 01/01/2008
15 AMOUNT OF ESTIMATED LOSS: Real Estate Hachinery & Equipment	Inventory
16 +Do you own more than 50% or are you a Managing Hember or General Partner of a	corporation, partnership, limited partnership, or LLC?
Previous	Next

Disaster Loan Application #2000003701 Progress

SBA Form 5 - Page 1 of 3



Save

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%

_		Complete for sold-	Complete, or 2 brief option also need 20, or need blood
17 Owners (million	and business)	Engines Officer 40.	dise, or 2, destriction or write sources 27% or incomenting destri- mentation in FOU or last page.
Individual Dumar 🗌 🍽	Individual Damar Judividual Denetic	required when 55% is used in Section 4	
Individual Damar #1	winter		
Continues In	AL Normal PLant Normal	in Parties in	17h Densel E. Phil Address
-100 Het	tel Status	Date of Both Place of Brits	Totaphone Number *8.8 Chines?
Webs This Address The and	n as Anafront's Mailing Address other	and in Section 7	
Totaling Address		The Cale	TORY I Bate
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First Name Plat	In Name Last Name 1	Adda Taba/Office	The Decised E. Phot Address
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Page 3 is used for any relevant comments

Filing Requirements



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).	
	V Disaster Business Loan Application	Update
Now that the application is complete, the filing requirements on	Complete, sign and date each <i>Personal Financial Statement</i> (<i>SBA Form 413</i>) shown below. CHADWICK R NELSON CRAIG BLACKLEY Complete each <i>Schedule of Liabilities</i> (<i>SBA Form 2202</i>) shown below.	Start Start
this page must be	CHADWICK G. NELSON	Start
submitted / uploaded to complete the process.	Complete each Request for Transcript of Tax Return (IRS Form 4506-T) shown below. CHADWICK G. NELSON CHADWICK R NELSON CRAIG BLACKLEY	Start Start Start
	Complete copies, including all schedules, of the most recent Federal income tax returns for the appli if not available	cant business; an explanation
	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





Previous

Personal Assets / Debits



	Disaster Loan Application #2000003701 Progress 🔜	Disaster Loan Application #2000003701 Progress
	Personal Assets	Personal Debts
The applicant and any	Please provide the personal assets for CHADWICK R NELSON. • Click "Add Another" to anter a new Security (Stocks and Bonds). • To remove a Security, click the red in the Security (Stocks and Bonds). Stocks and Bonds	Please provide the personal debts for CHADWICK R NELSON. Click "Add Another" to enter a new footbolder. Notes Payable to Banks & Others
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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 Liabilit	ies (SBA Form 2202)	shown below.		
CHADWICK G. NELSON	(00, 10, 10, 10, 2002)			Start
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Disaster Loan Application #	2000003201 Progress	onpronts, Homeowne	rs, and renters	Save
Schedule of Liabilitie	s - (Notes, Mortgage	s and Accounts Pa	vable)	
This form is provided for your co	rvenience in responding to filing	requirements in Item 2 on t	the application. SBA Form 5	. You may use your own form if you
preter. The information contained If you are unable to enter data fi	d in this schedule is a supplement or the Schedule of Liabilities nov	nt to your balance sheet and	should balance to the liabil aper copy to submit offline.	ities presented on that form.
Name: CHADWIC	K G. NELSON			
Date of Schedule:				
I have NO Debts				
Click "Add Another" to ente To remove a creditor, click th Schedule of Liphilities	r a new creditor. e red 💥 next to the creditor.			
Delete Nume of Creditor	Original Date	Current Balance Current?	Maturity Date * Paymer	t Month or How Secured
	(HH/YYYY)		(HH/YYYY) Amount	
Add Another				
Previous				Next
SBA new		3. Step Loan Drocess		EEMA Disaster Assistance

Uploaded 4506T

SBA U.S. Small Business Administration

Disaster Loan Assistance

Disaster Loan Application #2000003701 Progress

Request for Transcript of Tax Return

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



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

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. You must check the box in the signature area to acknowledge you have the authority to sign and request the information. The form will
not be processed and returned to you if the box is unchecked. First SSN, individual taxpayer identification nu Disaster Loan Assistance Name shown on tax return. If a joint return, the name shown first. employer identification num CHADWICK R NELSON 415-31-1234 Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters Current address (including apt., room, or suite no.), city, state, and ZIP code 123 MAIN, HERNDON, VA 20170 Disaster Loan Application #2000003701 Progress Request for Transcript of Tax Return - Download / Upload Previous address shown on the last return filed if different from current address Address Line 2 State Zip Code City Download the completed Request for Transcript Of Tax Return for CHADWICK R NELSON Tax Form Number(s) Year or period requested 2018, 2017, 2016 The data collection for your Request for Transcript of Tax Return (IRS Form 4506-T) is complete. Click the download button below to save your document. Signature of taxpayer(s). applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 3 percent or more shareholder, partner, managing gardient, as matters partner, executor, receiver, administrator, truste, or party other than the taxapyer. I certify that I have the author Sign and date the document Form 4506-T on behalf of the taxpayer Once downloaded and printed, be sure to sign and date the document. 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 sig

FAQs Help Contact Us My Account Logout 🖷

Loan Information Search Declarations Apply Online Message Center

the Form 4506-T. Previous

Address Line 1

1040

· Include the signed document with your application. Scan and attach your signed Request for Transcript of Tax Return (IRS Form 4506-T). File Name Upload Attached file must be an unprotected file in PDF format less than 38MB OR

If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the document delivery options page

The signed paper document must be received by the SBA before processing of your application can begin.

I agree to deliver a copy of the completed document to the SBA.

Previous



You could also opt to deliver offline

Next

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	
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	Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters
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Disaster Loop Assistence	income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.
DISASTER LOAN ASSISTANCE Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters	Name shown on tax return. If a joint return, the name shown first. CHADWICK G. NELSON First 5258, individual taxpayer identification number, or employer identification number 415-31-1234
Disaster Loan Application #2000003701 Progress	Current address (including apt., room, or suite no.), city, state, and ZIP code 123 MAIN, HERNDON, VA 20170
Request for Transcript of Tax Return	
SBA requires you to complete the IRS Form 4306-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.	Previous address shown on the last return filed if different from current address Address Line 1 Address Line 2 City State Zip Code
Name shown on tax return. If a joint return, the name shown first. CHADWICK G. NELSON 415-31-1234	-Title (of taxpayer or person authorized to obtain the tax information requested)
Current address (including apt., room, or suite no.), city, state, and ZIP code 123 MAIN, HERNDON, VA 20170	Tax Form Number(s) Year or period requested * 12/31/2018 * 12/31/2017 * 12/31/2016
Previous address shown on the last return filed if different from current address Address Line 1 Address Line 2 City State Zin Code	Eriter one enough user or the incur year or period using the him/our format for each or the years shown deput.
Title (of taxpayer or person authorized to obtain the tax information requested)	Signature of txopayers(s). I declare that I am either the txopayer whose name is shown on line I a 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 mattern partner, executor, receiver, administrator, truste, or party other than the txapayer, I certify that I have the authority to execute
	Form 4306-T on behalf of the taxpayer.
Tax Form Number(s) Year or period requested * 12/31/2018 * 12/31/2017 * 12/31/2016	NOTE: For transcripts being sent to a third party, this form must be received within 120 days of the signature date.
Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.	• 🗹 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.X
Signature of Expapser(c). 1 doctors that I are either the tacpager whose name is shown on line Ia or 2a, or a person authorized to obtain the tac information requested. If the request applies to a joint reacher the tactor we proceed must sign. If signed by a component officer, 1 percent or more shareholder, partner, managing member, applies to a matter must be an exponent, accessing application to track out the tack the tax tensore. I can find that I have the -active that I have the have the -active that I have the -active th	Previous Next
Form 4506-T on behalf of the taxpayer.	GHB Cartrol No. 1547-157
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. 	SBA.gov 3-Step Loan Process FEMA Disaster Assistance



4506T Uploaded Successful

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SBA.gov	3-Step Loan Process		FEMA Disaster Assistar	ace	transmittal was successfu fields are complete. All	II. Make sure 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



SBA U.S. Small Business Administration	Loan Information	FAQs Help Search Declarations	Contact Us My Account Logout 🖷 Apply Online Message Center	ļ ,
Disaster Loan Federal Disaster Loans for Businesses, Pri	Assistan	ICE ers, and Renters		
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OR				
If you are unable to attach a completed copy the <u>document delivery options</u> page.	of the document, you may skip th	his step and submit it	offline by other methods outlined in	7
The document must be received by the SBA	before processing of your applicati	ion can begin.		
□ I agree to deliver a copy of the con	apleted document to the SB/	۸.		
Previous			Next	1
SBA new	3.Step Loan Process		FEMA Disaster Assistanc	

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

Start

27

Certificate as to Truthful Information

Read and accept the Truthful Information Certification.



Truthful Information Certification Start Contact Us My Account Logout 👘 U.S. Small Business FAOs SB Administration Apply Online Message Center Loan Information Search Declarations Disaster Loan Assistance Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters Disaster Loan Application #2000003701 Progress Save Certification as to Truthful Information By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future. WARNING: Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-andone half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws: 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015

I Certify

Previous

Next

Filing Requirements Complete

isaster Loan Application #2000003701 Progress



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

A common problem
occurring on the SBA
Website is at the end of
the application there is a
signature page that is
seemingly overloaded
and will not complete the
application without that
signature.

The solution given by the SBA support team was to have the client log off wait 15 minutes and log back on again. As long as the application was saved they should be able to submit. Caution: this may need to be repeated multiple times

Hing Requirements Fills he following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document. delivery Fills Complete the Disaster Business Loan Application (SBA Form 5). Update Complete, sign and date each Personal Financial Statement (SBA Form 413) shown below. Complete, sign and date each Personal Financial Statement (SBA Form 413) shown below. Complete, sign and date each Personal Financial Statement (SBA Form 413) shown below. Complete each Schedule of Liabilities (SBA Form 2202) shown below. Complete each Schedule of Liabilities (SBA Form 2202) shown below. Start Complete each Request for Transcript of Tax Return (IRS Form 4506-7) shown below. Complete.	ng Requird following section are available mplete the <i>Di</i> <i>l</i> Disaster Bus mplete, sign a <i>l</i> CHADWICK <i>l</i> CRAIG BLAC
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Read and accept the Truthful Information Certification.	
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Submit Application and Supporting Documents.	
Preview Electronic Loan Application	Preview
Submit Application	Colomit

Application Successfully Submitted



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Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress

Application Submission Confirmation

Application number 2000003701 has been submitted.

Please download and retain your submitted document(s) for your records.

Click here to return to your home page.

If you are finished, you can log out of the application. Logging out of the application will clear your activity from your browser's memory. This is especially important if you use a shared or public computer.

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

SBA U.S. Small Business Administration

FAQs Help Contact Us My Account Lopout #
Loan Information Search Declarations Apply Online Message Center

Delete

Disaster Loan Assistance

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

Message Center

Click on any message to view the contents. Clicking the Delete link will delete the message immediately.
Solyrct Received
Received
RA Application No. 2005903701 - Submit Confirmation 21/15/2020 11:99:29 AM

< Home Page

Application Submission Confirmation



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



Click here to return to your home page.

If you are finished, you can log out of the application. Logging out of the application will clear your activity from your browser's memory. This is especially important if you use a shared or public computer.

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 <u>"Status</u>" icon.

Disaster Loan Assistance Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters Hello, John **My Applications & Loans** ess Application #2000003704 Applicant: JONES, JOHN WESLEY 0 <u>∎</u> Status: SUBMITTED ication #2000003700 Applicant: JONES, JOHN WESLEY 0 Status: RECEIVED-IN REVIEW at Updated: 3/15/2020 Eligible Disaster Apply Online Areas SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Application Status



Disaster Loan Assistance

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

Application Status



In addition to submitting your Loan Application (SBA Form 5) and your tax return, the SBA will need to review your current and projected losses due to the disaster using Form 1368. For now, we suggest that you send this information by email, fax or mail.

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	Â.	U. S. Small	Business Admin	istration	048 Na. 3245-0017 Expiration Date: 98/31/2021				
	MILITA	ADDITION ECONOMIC INJ NY RESERVIST EC	IAL FILING REQUIR URY DISASTER LO ONOMIC INJURY DI	EMENTS AN (EIDL), and SASTER LOAN (M	REIDL)				
* An EID Adminis	L is limited to pro stration (SBA), for	viding working capital that r an eligible business to co	is unavailable from other intinue operations until the	sources, as determined effects of the declared	by the U.S. Small Business disaster have passed.				
* A MRE eligible essenti	* A MREIDL is limited to providing working capital that is unavailable from other sources, as determined by the SBA, for an eligible business to continue operations until the effects of a call-up to active duty (as a result of a military conflict) of an essential employee have passed.								
* The AP an eligit	¹ The APPLICANT must be a small business or small agricultural cooperative, as defined in SBA's published size standards, or an eligible private non-profit organization of any size.								
* The AP For MR essenti- the resu course	PLICANT must e EIDL, the applica al employee. Sub At that the busine of business.	stablish that the claimed e int must establish the clair stantial economic injury g iss is unable to meet its of	conomic injury is substan med economic injury is su enerally means a decreas sligations and pay ordinary	tial and is a direct result bstantial and is a direct r e in income from operati y and necessary operation	of the declared disaster. result of the call-up of an ions or working capital with ng expenses in the normal				
* The 13	68 is required for	an economic injury loan ir	ncrease requests when su	pporting documentation	is not available.				
	PROVIDE	THE FOLLOWING INFOR	MATION IN ADDITION 1 ESS LOAN APPLICATIO Monthly Sales Figures	TO THE REQUIREMENT ON," SBA FORM 5	IS ON THE				
Provide m continuing	onthly sales figure through the most PLEASE	es (you may estimate if ac t recent month available. NOTE: Identify any estin	tual figures are not availa	ble) beginning 3 years p	rior to the disaster and				
	Month	Fiscal year	Fiscal year	Fiscal year	Current year/ to date				
*Please	*Totals e note: the total f	ligures for each year shou w.	id reconcile to the sales f	gures on your tax retur	ns for the				
	N	PLEASE SUBMIT AN	Y ADDITIONAL NARRAT	TVE OR FINANCIAL YOUR ECONOMIC LO	55				
	_	c	ONTINUED ON REVERS	ε					
A Face 1368 (05-1)	D Reference SC/P 50-301	Previous additions are charakete.			From 1				



In addition to submitting your Loan Application (SBA Form 5) and your tax return, the SBA will need to review your current and projected losses due to the disaster using Form 1368. For now, we suggest that you send this information by email, fax or mail.

- Include your full name and your application number on all correspondence submitted to the SBA.
- Email your completed document(s) as attachments to: <u>disasterloans@sba.gov</u>

Any information you send to SBA via email is sent via an unsecured email link. Due to the nature of the Internet, it is possible that unsecured email could be intercepted by third parties. Attachments that you email to the SBA cannot be larger than 5MB due to the SBA's size limitation on emails.



Fax your document(s) to: 1-202-481-1505.

Mail your completed document(s) to:

U.S. Small Business Administration Processing & Disbursement Center Attn: ELA Mail Department P.O. Box 156119 Fort Worth, TX 76155



To Check the Status of Your Loan- Go to the Message Center



Application Instructions for Sole Proprietorships



If you need assistance completing the forms,

Contact your NYSSBDC Business Advisor. If you don't have a Business Advisor, make an appointment for online counseling with a business advisor at one of the 24 NYS centers by going to:

http://nyssbdc.org/appointment.html

Example of Sole Proprietorship Business



Types of Sole Proprietorship Businesses:

- Rental Property
- Home based businesses
- Self employed trades
- IT Consultation Services
- Tutoring
- Catering Service
- Music Instructor from the home

Sole Proprietorships Applying for the Coronavirus Economic Injury Loan



For Sole Proprietorship businesses it is important that only "Economic Injury" be checked. Please do not check Real Property or Business Content as this declaration does not include physical losses.

SBA U.S. Small Business Administration	FAQs Help Loan Information Search Declarations	Contact Us My Account Lopovit 🖷 Apply Online Message Center
Disaster Loan A Federal Disaster Loans for Businesses, Private N	SSISTANCE	
Disaster Loan Application		Save
Business Losses	ees your business.	
Sole-Proprietor (including individuals with income property)	es)	
O Partnershin		
 Private Non-Profit Organization (e.g. religious, charitable, 	community organizations)	
O Limited Partnership		
() Trust		
 Limited Liability Entity (LLC, LLP, etc.) 		
Are you applying for: (check all that apply)		
Real Property (including Leasehold Improvements)		
Business Contents (Machinery & Equipment, Furniture & I	Fixtures, and Other Business Assets, i.e. Inventory)	
Z Economic Injury (EIDL)		
Military Reservist Economic Injury (MREIDL)		
If you log out or close your browser now you will need to restart	t your application.	
Previous		Next
204 ann	A Alexa Laura Brances	FERRE Discoutes Associations

Select State /County / Disaster Declaration



		FACs Hale	Contact line Michaevert Lorent 4						
SBA Administration	Loan Information	Search Declarations	Apply Online Message Center		Use t	the drop-down k	box and	select	t the Stat
Disaster L	oan Assistan	се			and	l County where t	the loss	has h	appenec
Federal Disaster Loans for Bu	isinesses, Private Nonprofits, Homeowners	s, and Renters							
Disaster Loan Application Pr	rogress		Sive						
Declaration Selection									
Please enter the State and County of t	the property damaged by the disaster.								
•State Vrpinia	KCounty Select a County								
If you log out or close your browser no	ow you will need to restart your application.								
Previous			Next	2					
				ŚВ	U.S. Small Business Administration	Loan Information	FAQs Help Search Declarations	Contact Us My Ar Apply Online	count Logout 🖷 Message Center
SBA.gov	3-Step Loan Process		FEMA Disaster Assistance	Di	saster	Loan Assista	nce		
				Disast	er Loan Application	Progress	ners, and remers		Save
				Decl	aration Selection				
				Please	enter the State and County	of the property damaged by the disaster.			
				*State Virginia	e a V	*County Fairfax			
So	lect Coronavirus)_1 <u>0</u>)	• Sele	ct the Disaster that affecte	rd you.			
Se			<u> </u>	Selec	t Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline
				0	2020 AGENCY DISASTE VIRGINIA GEO - 1.50	ER IN 2020 AGENCY DISASTER IN VIRGINIA GEO - 1.	50 VA	1/30/2020	10/27/2020

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11/1/2019

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VA

VA

1.18

10/27/2020

8/10/2020

\$/17/1014

Certification and Executive Order

Read the "Warning", check "I Certify" then click "Save" and "Next".

Disaster Loan Assistance

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

Disaster Loan Application Progress 📲

Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

WARNING: Wheever wrongfully misapplies the proceeds of an SBA disaster han shall be civilly liable to the Administrator in an amount equal to one-andone half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misergreatation to SBA may result in criminal, civil or administrative samotins including, but not limited to: 1) lines and imprisonment, or both, under 15 U.S.C. 645; 18 U.S.C. 1001; 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Traud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act. Improvements Act of 2015

🔹 🖾 I Certify

If you log out or close your browser now you will need to restart your application.

Previous

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Disaster Loan Application Progress

STATEMENTS REQUIRED BY LAWS AND EXECUTIVE ORDERS

Coastal Barrier Resources Act (Public Law 97-348)

Applicants whose property has been determined by the Federal Emergency Management Agency's Flood Insurance Rate Maps (FIRM's), to be in a Coastal Barrier Resource Area (COBRA), are ineligible for SBA loan assistance due to Public Law.

The Costal Barrier Resources Act (Public Law 97-348) prohibits Federal financial assistance to applicants located in the Costal Barrier System. Consequently, under the provisions of the law, for those applicants in the Coastal Barrier Resource Area, SBA Disaster Assistance is prevented from making any loan for:

(1.) replacement or repair of physical damages or,
 (2.) funds for economic injury losses or,
 (3.) funds for relocations out of the Coastal Barrier Resources Area.

If you are a vacationer, or transient staying in the area on vacation, you may have eligibility for your personal property losses. To establish this eligibility you will be asked to provide documentation of your presence in the area at the time of the disaster and to support that your stay was temporary in nature.

REAL ESTATE REPAIRS/TEXAS HOMESTEAD LAW

If you intend to apply for any SBA funds to repair your home or family business, please carefully read and comply with the following. Texas law provides extensive protection for "homestead" property. Homestead property includes your personal residence, and, in many cases, your family business. Texas homestead law for incerty affects SBA, as well as other lenders, who provide funds for the repair or acquisition of homestead property.

In order for SBA to place a valid lien on homestead property, you and a contractor must: 1) sign a Mechanic's and Materialman's Lien Contract (M & M Lien), Mechanic's Lien Note and Assignment of Mechanic's Lien, before you begin your repairs, and; 2) file the signed contract for record in the County Recorder's office of the county where your property is located. If you are waiting on SBA funds to begin your repairs, SBA will prepare and include all required mechanic's lien documents with your closing papers, if and when your loan is approved.

I have read the Statements Required by Laws and Executive Orders.

Print

If you log out or close your browser now you will need to restart your application.







Filing Requirements



To continue with the application process click "Start" to complete SBA Form 5C.

Disaster Loan Application #2000003700 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 Home / Sole Proprietor Loan Application (SBA Form 5C).

Disaster Home / Sole Proprietor Loan Application

Complete and sign each Request for Transcript of Tax Return (IRS Form 4506-T) shown below. This income information, obtained from the IRS, will help us determine your repayment ability.

Request for Transcript of Tax Return

Read and accept the Truthful Information Certification.

Truthful Information Certification

Submit Application and Supporting Documents.

Submit Application

Complete preceding section(s) first.

Complete preceding section(s) first.

Complete preceding section(s) first.

Start

WHILE NOT NECESSARY TO ACCEPT YOUR APPLICATION, YOU MAY BE REQUIRED TO SUPPLY THE FOLLOWING INFORMATION TO PROCESS THE APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:

If any applicant has changed employment within the past two years, provide a copy of a current (within 1 month of the application date) pay stub for all applicants

If we need additional income information, you may be asked to provide copies of your Federal income tax returns, including all schedules

IF SBA APPROVES YOUR LOAN, WE MAY REQUIRE THE FOLLOWING ITEMS BEFORE LOAN CLOSING. WE WILL ADVISE YOU IN WRITING, OF THE DOCUMENTS WE NEED.

If you own your residence, a COMPLETE legible copy of the deed, including the legal description of the property

If the damaged property is your primary residence, proof of residency at the damaged address

If you had damage to a manufactured home, a copy of the title. If you own the lot where the home is located, a COMPLETE legible copy of the deed, including the legal description of the property

If you have damage to an automobile or other vehicle, proof of ownership (a copy of the registration, title, bill of sale, etc.)



OMB Control No. 3245-0018 Exp. 07/31/2021

Completing Form 5C - Sole Proprietor Loan Application



Fill in the information blocks and then hit next. Fields marked with a red asterisk is a required field. Tip: Add multiple methods of contact to save time if loan processor has questions. Remember to Click "Save" before "Next"

				Serve
rimary Applicant	Information			
NFORMATION ABOUT TH	E APPLICANT		CONTACT INFORMATIO	DN
	Copy User Registration	Information	Check your preferred	method of contact:
First Name	JOHN		O E-mail Address	E-mail Address
Hiddle Name	WESLEY		C cell Phone	Cell Phone
Last Name	JONES		# Home Phone	111-111-1111
Suffix	Jr Date	a of Birth 01/01/1975	O Work Phone	Work Phone
Social Security Number	111-22-3456			
Marital Status	O Married	Not Married	Closest Relative Not Liv	ing with You:
Are you a U.S. Citizen?	® Yes	O No	Name	Sam Jones
Are you an SBA Employee	? Oves	® No	Phone Number	222-222-2222
Address 101 HOME	TOWN ST			
Zip 20170	City HERNDON	✓ *State VA	County Fairfax	*
NCOME INFORMATION				
C Employed C Uner	nployed 🚦 Self Em	ployed Retired	Employer Name JWJ Builders	
•Total Annual Income (before deductions)	\$99.000.00	Employer Phone Number 111-222-3	456
Note: Include all reoccur income, child support, all	ring income from all sources su mony, etc. or non-reoccurring income.	ich as employment, self-employment, par	t-time work, social security, retirement	t income, disability income, interest
Do not include one-time o				
Do not include one-time o				Add Joint Applicant



Previous



Form 5C continued - Damaged Property Information

*****Important! You may be asked about Damaged Property even though there is not property damage. Fill in the information blocks and then hit next. Fields marked with a red asterisk is a required field. Under "Please check all insurance in force for the damaged property:" Check "Other" then in Description, type N/A. Click "Save",

******Do not click "Add Damaged Property", ******Then Click "Next"

SBA U.S. Small Business Administration	Loan Information	FAQs Help Contact Us My Account Legout 🖷 Search Declarations Apply Online Message Center
Disaster Loan Ass	istance	
Disaster Loan Application #2000003724	Progress:	Save
Damaged Property Information		
DAMAGED PROPERTY ADDRESS		
Same as primary applicant mailing address		
*Address 101 HOMETOWN ST		
*Zip 20170 *City HERNDON	V State VA County Fa	ifax 🗸
DANAGED PROPERTY INFORMATION		
*Do you own or rent this property? Ovn	O Rent	
*1s this property your Primary Residence?	○ No	
*If No, please select from the list below:		
\odot Vacation/secondary home $$\odot{\rm I}$$ own the property but	t a family member/friend lives in the property	Rental/Business Property
INSURANCE INFORMATION		
Please check all insurance in force for the damaged property: Homeowner's Flood Automobile Renter's	No Insurance	Men Other Insurance Description
*Policy Type *Insurance Company Name Add Insurance	Policy Number	Phone Number Amount Received
		Add Damaged Property
Previous		OHB Cardinal Feet 3245-0005 Exp. 04/31/2021
SBA.gov	3-Step Loan Process	FEMA Disaster Assistance



Form 5C continued -Debts and Assets Information

	Disaster Loan Application #20000037	00 Progress: 📰				Save
	Debts and Assets Informatio	'n				
	DEBTS I have no debts					
	Mortgage Holder or Landlord's Name (Pri	mary Residence)				
	Name		Monthly Pay	yment/Rent	Current Balan	ce
	Mortgage 1		\$1,000.00		\$60,000.00	
	2nd Mortgage Holder Name (if applicable) Name)	Monthly Par	vment/Rent	Current Balar	ice
	Name		Monthly Pa	vment/Rent	Current Balar	102
Fill in the information blocks	Note: Please complete the section below if the	e amounts are NOT included in your mortgage p	ayment:			
and then hit next Fields	Real Estate Taxes (per year)	Homeowner's Insurance (per year)		Condo/Townhome/HOA/Co	-Op Fees (per y	ear)
	\$2,500.00	\$1,000.00		\$250.00		
marked with a red asterisk is						
a required field.	Other Debt including auto payments, credit	cards, installment loans, student loans, etc.	Note: Only in	clude debts that will last long	ger than 10 mor	oths.
•	Name of Creditor	 Mont 	thly Payment	Current Ba	alance	
	Add Debt					
	ASSETS					
	Pre-disaster values:					
	Cash, Bank Accounts and Marketable Sec	urities (e.g. Stock & Bonds, CDs, etc.) (Not in	cluding retiren	nent accounts)	6	\$95,000.00
	Retirement Accounts (e.g. IRAs, Keogh, TSP or other similar accounts)				\$20,000.00	
	Personal Property (furniture, appliances, vehicles, RVs, etc.)				\$35,000.00	
	 Primary Residence 				6	\$250,000.00
	All Other Real Estate (describe)	Other Real Estate Description	0			\$0.00
	OTHER DISASTER ASSISTANCE					
	FEMA Registration Number FEMA Regist	tration Number)			
	Other than FEMA, have you received any gr	ant award (i.e. city grants, county grants, stat	e grants, etc.)	∺ ⊖Yes ®No		
	State Amount State Amount Other	Amount Other Amount Descri	be Other Dis	aster Assistance Description]
	Previous					Next OHB Control No. 3245-0018 Exp. 08/31/2021



Form 5C continued - Disclosure Statements Progress:

Disaster Loan Application #2000003704

Disclosure Statements

*1. Are you delinquent on any Federal taxes, Federal loans, Federal grants, or 60 days past due on any child support obligation? \Yes *2. Are you currently a defendant in any lawsuits or have pending judgements against you? \Yes *3. Are you currently suspended or debarred from contracting with Federal government or receiving Federal grants or loans? \Yes *4. Do you have federal loans, federally guaranteed loans, or previous SBA loans? \Yes *5. Are you engaged in the production or distribution of any product that has been determined to be obscene by a court of competent jurisdiction? \Yes *6. In the past year, have you been convicted of a felony committed in connection with a riot or civil disorder? \Yes *7. Are you presently, a) subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in original without you been arrested in the past six months for any criminal offense; c) for any criminal offense-ather than a minor vehicle violation have you ever: 1) been convicted, 2) plead guilty, 3) plead nois contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)? BUSINESS ACTIVITY *Date Business Established Number of Employees (pre- 1WJ Building If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. Fee charged of	
*2. Are you currently a defendant in any lawsuits or have pending judgements against you? Yes *3. Are you currently suspended or debarred from contracting with Federal government or receiving Federal grants or loans? Yes *4. Do you have federal loans, federally guaranteed loans, or previous SBA loans? Yes *5. Are you engaged in the production or distribution of any product that has been determined to be obscene by a court of competent jurisdiction? Yes *6. In the past year, have you been convicted of a felory committed in connection with a riot or civil disorder? Yes *7. Are you presently, a) 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 diversion, or 5) been placed on any form of parcle or probation (including probation before judgment)? Yes Business Activity *Date Business Established Number of Employees (pre- JWJ Building If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. Fee charged of	® No
 Are you currently suspended or debarred from contracting with Federal government or receiving Federal grants or loans? Yes Do you have federal loans, federally guaranteed loans, or previous SBA loans? Yes Are you engaged in the production or distribution of any product that has been determined to be obscene by a court of competent jurisdiction? Yes In the past year, have you been convicted of a felony committed in connection with a riot or civil disorder? Yes Are you presently, a) subject to an indictment, oriminal information, arraignment, or other means by which formal criminal charges are brought in yurisdiction; 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) plead guilty, 3) plead nolo contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parcle or probation (including probation before judgment)? BUSINESS ACTIVITY Business Activity *Date Business Established Number of Employees (pre- JWJ Building O1/01/2000 If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. 	® No
 Po you have federal loans, federally guaranteed loans, or previous SBA loans? Yes Are you engaged in the production or distribution of any product that has been determined to be obscene by a court of competent jurisdiction? Yes In the past year, have you been convicted of a felony committed in connection with a riot or civil disorder? Yes Are you presently, a) subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in yies 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) glead guilty, 3) plead nois contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)? Business Activity *Date Business Established Number of Employees (pre- JWJ Building O1/01/2000 REPRESENTATIVE INFORMATION If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. 	® No
 Are you engaged in the production or distribution of any product that has been determined to be obscene by a court of competent jurisdiction? Yes In the past year, have you been convicted of a felory committed in connection with a riot or civil disorder? Yes Are you presently, a) subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in Yes any jurisdiction; b) have you even; 1) been convicted, 2) plead guilty, 3) plead noic contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)? Business Activity *Date Business Established Number of Employees (pre-JWJ Building 01/01/2000 5 REPRESENTATIVE INFORMATION If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. 	® No
 In the past year, have you been convicted of a felony committed in connection with a riot or civil disorder? Yes Are you presently, a) 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) plead guilty, 3) plead nolo contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)? BUSINESS ACTIVITY Business Activity *Date Business Established Number of Employees (pre- JWJ Building 01/01/2000 5 REPRESENTATIVE INFORMATION If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. 	® No
 Are you presently, a) subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in or yes any jurisdiction; b) have you been arrested in the past six months for any criminal offense; c) for any criminal offensether than a minor vehicle violation have you ever: 1) been convicted, 2) plead guilty, 3) plead nolo contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)? BUSINESS ACTIVITY Business Activity *Date Business Established Number of Employees (pre-JWJ) Building 01/01/2000 5 REPRESENTATIVE INFORMATION If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. 	® No
Business Activity *Date Business Established Number of Employees (pre- JWJ Building JWJ Building 01/01/2000 5 REPRESENTATIVE INFORMATION 5 If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. Fee charged of the application of the	€ No
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If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below. Fee charged of	
Fee charged of	
Representative Name Street Address City State Zip upon	or agreed





Save

Fill in the information as required and then hit next.

Fields marked with a red asterisk is a required field.

Form 5C continued - Consent and Additional Comments



Save

Next

OMB Control No. 3245-0018 Exp. 08/31/2021

Read the information, check "All the information" then click "Next".	Additional Comments are used for clarifying or additional information. Click "Next" to continue the process.
Disaster Loan Application #2000003700 Progress: Save	Disaster Loan Application #2000003700 Progress:
Consent Consent I submittee my insurance company, bank, financial institution, or other creditors to release to SBA all records and financial information necessary to process this application. SBA has my permission, as required by the Privacy Act, to release any information collected in connection with this application to Federal, state, local, tribal or nonprofit organizations (e.g., Red Cross, Salvation Army, Memonte Disaster Services, SBA Resource Partners) for the purpose of assisting me with my SBA application, evaluating my eligibility for additional disaster assistance, or notifying me of the availability of such assistance. If my loan is approved, I may be eligible for additional finds to safeguard my property from damages similar to those caused by this disaster. Although it is not necessary for me to provide with my application, a description and cost estimate will be required prior to SBA approval of the mitgation measure. I have received and read a copy of the "STATEMENTS REQUIRED BY LANS AND EXECUTIVE ORDERS" which was attached to this application. CERTIFICATION AS TO TRUTHFUL INFORMATION: By signing this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future. WANNING: Wheever wronghily misapples the proceeds of an SBA disaster loan shall be civily liable to the Administrator in an amount equal to one-and-one half times the original principal amount of the loan under 15 U.S.C. 62(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited the: 1) fines and improvement, or both, under 15 U.S.C. 64(c), 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1372, 13 doald (VII) feermeted ACU IN Emedied	Additional Comments ADDITIONAL COMMENTS
All the information on this application and any documents provided is true to the best of my knowledge and you may rely on it to provide disaster loan assistance. All damages claimed are a direct result of the declared disaster. I understand that I could lose my benefits and could be prosecuted by the U.S. Attorney for making false statements. Reference 18 U.S.C. 1001 and / or 15 U.S.C. 645. Previous CMS Control No. 2007 CMS Control	4000 character(s) left. Previous



Form 5C continued - Affiliated Businesses

Fill out the Affiliated

Business information

process click "Next".

then click "Save".

To continue the

Disaster Loan Application #2000003704 Progress

Affiliated Businesses

Please complete the affiliate information below for each applicant and/or owner that owns more than 50% of, or are a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC.

After you've entered the affiliated business information, click "Save" to add it to your list.

Affiliated Businesses -

*Applicant or Owner Name fo JOHN WESLEY JONES Jt. •	or Affiliate Details				
*Business Name JWJ BULDERS	•EIN 89-9988888	Organization Type LLC, LLP, OR LLE	*% Owned	Title President	v
*Address Line 1 101 HOMETOWN ST Address Line 2					
•Zip Code City 20170 HERNDON	*State	County FAIRFAX ¥			_

The names listed below are the applicants or owners that answered YES to "Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?" If the answer was entered incorrectly for any applicant or owner, click the "Remove" button to change the answer to NO and remove them from this list.

Remove JOHN WESLEY JONES Jr. EIN Type Please enter affiliated business information for JOHN WESLEY JONES Jr.. Affiliate Name

Previous

Next

% Owned

Completing IRS Form 4506-T

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 Home / Sole Proprietor Loan Application (SBA Form 5C).	
	Disaster Home / Sole Proprietor Loan Application	Update
	Complete and sign each Request for Transcript of Tax Return (IRS Form 4506-T) shown b obtained from the IRS, will help us determine your repayment ability.	elow. This income information,
	JOHN WESLEY JONES Jr. JWJ BULDERS	Start
L	Read and accept the Truthful Information Certification.	Complete preceding section(s) first.
	Submit Application and Supporting Documents. Submit Application	Complete preceding section(s) first.

WHILE NOT NECESSARY TO ACCEPT YOUR APPLICATION, YOU MAY BE REQUIRED TO SUPPLY THE FOLLOWING INFORMATION TO PROCESS THE APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:

If any applicant has changed employment within the past two years, provide a copy of a current (within 1 month of the application date) pay stub for all applicants

If we need additional income information, you may be asked to provide copies of your Federal income tax returns, including all schedules

IF SBA APPROVES YOUR LOAN, WE MAY REQUIRE THE FOLLOWING ITEMS BEFORE LOAN CLOSING. WE WILL ADVISE YOU IN WRITING, OF THE DOCUMENTS WE NEED.

Once you have finished the SBA Form 5C, the tax transcript information will need to be completed.



Request for Transcript of Tax Return

Form 4506T can be submitted electronically, via upload or offline. If the eSign option populates click through the options until the document is successfully completed. If you upload the document you would save it on your desktop, select browse and then upload.

Disaster Loan Application #2000003700 Progress

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. JOHN W JONES Jr. First SSN, individual taxpayer identification number, or employer identification number 123-45-6789

Current address (including apt., room, or suite no.), city, state, and ZIP code 101 HOMETOWN ST, 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

Tax Form Number(s) Year or period requested 1040 2018, 2017

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.





Save

ONB Central No. 1545-1872



Request for Transcript of Tax Return - Download / Upload

1	Disaster Loan Application #2000003700 Progress
If you chose to deliver a copy this	Request for Transcript of Tax Return - Download / Upload
alert will appear. And you will no	Download the completed Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.
longer be able to upload	The data collection for your Request for Transcript of Tax Return (IRS Form 4506-7) is complete. Click the download button below to save your document.
information. The document will	Download
have to be submitted offline.	Sign and date the document.
	Once downloaded and printed, be sure to sign and date the document.
	Include the signed document with your application.
	Scan and attach your signed Request for Transcript of Tax Return (IRS Form 4506-T).
ALERT - Documents Required	File Name Upload
This is a required document. The signed copy of this document must be manually delivered to the SBA by one of the methods specified for your region as outlined on the document delivery center link on this page.	Attached file must be an unprotected file in PDF format less than 38HB.
Be sure to include your full name and application number on all correspondence submitted to the SBA.	OR
NOTE: You may still submit your application online, however, the approval process WILL NOT BEGIN until this document has been provided to the SBA.	If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the <u>document delivery options</u> page.

The signed paper document must be received by the SBA before processing of your application can begin.

I agree to deliver a copy of the completed document to the SBA.

Previous



Request for Transcript of Tax Return - Download / Upload



Once you have downloaded your tax returns you can upload.	Successfully Uploaded will appear when finished. Then click "Next" to continue the process.
saster Loan Application #2000003700 Progress	Disaster Loan Application #2000003700 Progress
equest for Transcript of Tax Return - Download / Upload	III ALERT III Please save your data by clicking the SAVE button shown in the upper right.
Download the completed Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.	Request for Transcript of Tax Return - Download / Upload
The data collection for your Request for Transcript of Tax Return (IRS Form 4506-T) is complete. Click the download button below to save your document.	
Download	• Download the completed Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.
Sign and date the document.	The data collection for your Request for Transcript of Tax Return (IRS Form 4506-T) is complete. Click the download button below to save your document.
Once downloaded and printed, be sure to sign and date the document.	Download
Include the signed document with your application.	
Scan and attach your signed Request for Transcript of Tax Return (IRS Form 4506-T).	Sign and date the document.
File Name Browse_ ELA2000003700-JOHN W JONES Jr. Request for Transcript of Tax Return Upload	Once downloaded and printed, be sure to sign and date the document.
Attached file must be an unprotected file in PDF format less than 38MB.	Include the signed document with your application.
OR	Your document has been successfully uploaded.
If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the document delivery options page.	The file ELA2000003700-JOHN W JONES JrRequest for Transcript of Tax Return.pdf has been associated with your application. Remove this file to replace it.
The signed paper document must be received by the SBA before processing of your application can begin.	
I agree to deliver a copy of the completed document to the SBA.	Click the Next button to continue.

Next

Previous

Previous

Next



Filing Requirements

Once the tax returns are complete sign the final Truthful Information Statement.

Disaster Loan Application #2000003704 Progress	Disaster Loan Application #2000003700 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.	Certification as to Truthful Information
Complete the Disaster Home / Sole Proprietor Loan Application (SBA Form 5C).	
Disaster Home / Sole Proprietor Loan Application Update	By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.
Complete and sign each Request for Transcript of Tax Return (IRS Form 4506-T) shown below. This income information, obtained from the IRS, will help us determine your repayment ability.	WARNING: Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and- one half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in
JOHN WESLEY JONES Jr. Document attached Update	criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C.
VI) BULDERS Document attached Update	1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal
Read and accept the Truthful Information Certification.	procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act
Truthful Information Certification Start	Improvements Act of 2015
Submit Application and Supporting Documents.	• 🖾 I Certify
Submit Application Complete preceding section(s) first.	
WHILE NOT NECESSARY TO ACCEPT YOUR APPLICATION, YOU MAY BE REQUIRED TO SUPPLY THE FOLLOWING INFORMATION TO PROCESS THE APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:	Previous Next



Submit Application

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

A common problem occurring on the SBA Website is at the end of the application there is a signature page that is seemingly overloaded and will not complete the application without that signature. The solution given by the SBA support team was to have the client log off wait 15 minutes and log back on again. As long as the application was saved they should be able to submit. Caution: this may need to be repeated multiple times

Disaster Loan Application #2000003700 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 Home / Sole Proprietor Loan Application (SBA Form 5C).		
Disaster Home / Sole Proprietor Loan Application		Update
Complete and sign each Request for Transcript of Tax Return (IRS Form 4506-T) shown below. obtained from the IRS, will help us determine your repayment ability.	This income info	rmation,
JOHN WESLEY JONES Jr.	Document attached	Update
Read and accept the Truthful Information Certification.		
Truthful Information Certification		Update
Submit Application and Supporting Documents.		
Preview Electronic Loan Application	(Preview
Submit Application	I	Submit

Application Submission Confirmation



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



Click here to return to your home page.

If you are finished, you can log out of the application. Logging out of the application will clear your activity from your browser's memory. This is especially important if you use a shared or public computer.

Application Status



Disaster Loan Assistance

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

Application Status

Cu	Current Application Status: RECEIVED-IN REVIEW		
Application Number: Loan Type: Disaster Name: Status Change Date: Status Description:	2000003700 Home VA-00485 - 2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50 March 14, 2020 We received your SBA disaster loan application and we are reviewing it to make sure you have submitted the required documents needed to process your loan request. We will contact you if you need to submit additional information in order to complete your loan application.		
« Home Page			
	3-Step Loan Process		



In addition to submitting your Loan Application (SBA Form 5) and your tax return, the SBA will need to review your current and projected losses due to the disaster using Form 1368. For now, we suggest that you send this information by email, fax or mail.

	U. S. Small	Business Admir	istration	OMB No. 3245-0017 Expiration Date: 06/31/2021		
ADDITIONAL FILING REQUIREMENTS ECONOMIC INJURY DISASTER LOAN (EIDL), and MILITARY RESERVIST ECONOMIC INJURY DISASTER LOAN (MREIDL)						
* An EIDL is limited to providing working capital that is unavailable from other sources, as determined by the U.S. Small Business Administration (SBA), for an eligible business to continue operations until the effects of the declared disaster have passed.						
* A MREIDL is limited to providing working capital that is unavailable from other sources, as determined by the SBA, for an eigble business to continue operations until the effects of a call-up to active duty (as a result of a military conflict) of an essential emolouve buve costed.						
* The APPLICANT must be a small business or small agricultural cooperative, as defined in SBA's published size standards, or an eligible private non-profit organization of any size.						
* The APPLICANT must establish that the claimed economic injury is substantial and is a direct result of the declared disaster. For MREIDL, the applicant must establish the claimed economic injury is substantial and is a direct result of the call-up of an essential employee. Substantial economic injury generally means a decrease in income from operations or working capital with the result that the business is unable to meet its obligations and pay ordinary and necessary operating expenses in the normal course of business.						
* The 1368 is required for an economic injury loan increase requests when supporting documentation is not available.						
PROVIDE THE FOLLOWING INFORMATION IN ADDITION TO THE REQUIREMENTS ON THE "DISASTER BUSINESS LOAN APPLICATION," SBA FORM 5 Monthly Sales Figures						
Provide monthly sales figures (you may estimate if actual figures are not available) beginning 3 years prior to the disaster and continuing through the most recent month available. PELBASE MOTE: identify any estimates with a small letter "e" after the number.						
Month	Fiscal year	Fiscal year	Fiscal year	Current year/ to date		
"Totais						
*Please note: the total figures for each year should reconcile to the sales figures on your tax returns for the corresponding fiscal year. PLEASE SUBMIT ANY ADDITIONAL NARRATIVE OR FINANCIAL						
INFORMATION YOU FEEL WILL HELP ESTABLISH YOUR ECONOMIC LOSS						
GUNINUED ON REVENSE						



In addition to submitting your Loan Application (SBA Form 5) and your tax return, the SBA will need to review your current and projected losses due to the disaster using Form 1368. For now, we suggest that you send this information by email, fax or mail.

- Include your full name and your application number on all correspondence submitted to the SBA.
- Email your completed document(s) as attachments to: <u>disasterloans@sba.gov</u>

Any information you send to SBA via email is sent via an unsecured email link. Due to the nature of the Internet, it is possible that unsecured email could be intercepted by third parties. Attachments that you email to the SBA cannot be larger than 5MB due to the SBA's size limitation on emails.



Fax your document(s) to: 1-202-481-1505.

Mail your completed document(s) to:

U.S. Small Business Administration Processing & Disbursement Center Attn: ELA Mail Department P.O. Box 156119 Fort Worth, TX 76155

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 <u>"Status</u>" icon.



To Check the Status of Your Loan-Go to the Message Center





After application submission, to check the status of the loan, go to the Message Center

Additional Questions?



After application submission, to check the status of the loan, go to the Message Center

For technical assistance while submitting information through the portal, contact the SBA Customer Service Center by phone at: (800) 659-2955 or by email at <u>disastercustomerservice@sba.gov</u>

For additional business support, contact the NYSSBDC at nyssbdc.org.