



INTAKE FORM

DATE: _____

- How did you hear about the JTEDC? _____
- Completing an EDC application indicates that you are requesting some form of financial assistance, either a loan, a grant, or both. Circle one.

Applicant Name: _____ Phone Number: _____

Email: _____ Cell Number: _____

Address: _____

Co-Applicant Name: _____ Phone Number: _____

Email: _____ Cell Number: _____

Address: _____

1. Are you wanting to start a business? yes no
2. Do you currently own a business? yes no
If yes, Name _____
3. Is the business a sole proprietorship? yes no
4. Is this business incorporated? yes no
5. Is this business a partnership? yes no
6. Is this business a non-profit? yes no

Please answer these questions:

1. Will you create any jobs? yes no
If yes, approximately how many jobs? _____
2. If you are an established business, how many jobs will you retain? _____
3. Will you be collecting sales tax? yes no
How much sales tax will you generate? \$ _____
4. Will it create additional property taxes being collected? yes no
5. Will your business create a demand on Municipal services such as city water/sewer? yes no
If yes, be prepared to discuss and document those services.
6. Have you been to a local bank to apply for a loan? yes no
If yes, what was the outcome? _____

- The JTEDC is **funded by sales tax revenue** which are public funds.
- **Full disclosure is required** of the JTEDC Board, the City of Junction, and is reported by the local newspaper.
- A **Business Plan and financials** with assumptions are a **requirement** of the JTEDC when considering financial assistance with loaning or granting of EDC funds.

1. Do you have a business plan? [] yes [] no

a. If yes, please provide a copy.

b. If no,

i. You may contact **Dezaray Johnson**, Rural Business Advisor, ASU Small Business Development Center at **325.942.2098**; or

ii. The JTEDC can connect you with **Dezaray Johnson**, Rural Business Advisor, ASU Small Business Development Center with your permission. _____

(initials)

- Funding **can take up to 120 days** in some cases.
- The JTEDC requires accountability on the borrower or grantee's part. Quarterly reporting is required and not negotiable.
- The JTEDC holds as **collateral**, any equipment purchased with JTEDC funds.
- A **Credit Check is required** by you going to this website: www.annualcreditreport.com.

To get your **Credit Score**, you can go to this website:

https://app.nav.com/register/account_information.

Once you receive these two reports, forward them to the JTEDC office manager.

- Your participation is required at any *Junction Texas Economic Development Corporation's* Board of Directors' meeting where the Board will be discussing your application.
- All documentation must be submitted ten (10) business days prior to the Board of Directors' meeting, which is the first Tuesday of the month.

Applicant:

Co-Applciant:

Signature

Signature

(Print Name)

(Print Name)