

# SBA To Provide Economic Injury Disaster Loans For Coronavirus Related Economic Disruptions



U.S. Small Business  
Administration

# SBA's Disaster Declaration Makes Loans Available Due to the Coronavirus (COVID-19)

The U.S. Small Business Administration (SBA) is offering designated states and territories low-interest federal disaster loans for working capital to small businesses suffering substantial economic injury as a result of the Coronavirus (COVID-19).

Upon a request received from a state's or territory's Governor, SBA will issue under its own authority, as provide by the Coronavirus Preparedness and Response Supplement Appropriations Act that was recently signed by the President, an Economic Injury Disaster Loan declaration.



*Administrator Jovita Carranza*

# SBA's Economic Injury Disaster Loan Basics

## What businesses are eligible to apply?

SBA's Economic Injury Disaster Loans (or working capital loans) are available to small businesses, small agricultural cooperatives, small aquaculture businesses and most private non-profit organizations

## This includes:

- Businesses directly affected by the disaster
- Businesses that offer services directly related to the businesses in the declaration
- Other businesses indirectly related the industry that are likely to be harmed by losses in their community

(Example: Manufacturer of widgets may be eligible as well as the wholesaler and retailer of the product.)

# SBA's Economic Injury Disaster Loan Basics

## What is the criteria for a loan approval?

Credit History-Applicants must have a credit history acceptable to SBA.

Repayment—SBA must determine that the applicant business has the ability to repay the SBA loan.

Eligibility- The applicant business must be physically located in a declared county and suffered working capital losses due to the declared disaster, not due to a downturn in the economy or other reasons.



# SBA's Economic Injury Disaster Loan Terms

## How much can I borrow?

Eligible entities may qualify for loans up to \$2 million.

The interest rates for this disaster are 3.75 percent for small businesses and 2.75 percent for nonprofit organizations with terms up to 30 years.

Eligibility for these working capital loans are based on the size (must be a small business) and type of business and its financial resources.

## How can I use the loan funds?

These working capital loans may be used to pay fixed debts, payroll, accounts payable, and other bills that could have been paid had the disaster not occurred. The loans are not intended to replace lost sales or profits or for expansion.

# Economic Injury Disaster Loan Terms



## What are the collateral requirements?

- Economic Injury Disaster Loans over \$25,000 require collateral.
- SBA takes real estate as collateral when it is available.
- SBA will not decline a loan for lack of collateral, but requires borrowers to pledge what is available.

# SBA's Economic Injury Disaster Loan Basics

## What kinds of small businesses can apply?

Examples of eligible industries include but are not limited to the following: hotels, recreational facilities, charter boats, manufactures, sports vendors, owners of rental property, restaurants, retailers, souvenir shops, travel agencies, and wholesalers.



## What other criteria is involved?

The applicant business must have a physical presence in the declared disaster area. An applicant's economic presence alone in a declared area does not meet this requirement. The physical presence must be tangible and significant. Merely having a P.O. Box in the disaster area would not qualify as a physical presence.



# SBA's Working Capital Loans are Different from Other SBA Loans

SBA's Economic Injury Disaster Loan (EIDLs) funds come directly from the U.S. Treasury.

Applicants do not go through a bank to apply. Instead apply directly to SBA's Disaster Assistance Program at: [DisasterLoan.sba.gov](https://disasterloan.sba.gov)

There is no cost to apply.

There is no obligation to take the loan if offered.

The maximum unsecured loan amount is \$25,000.

Applicants can have an existing SBA Disaster Loan and still qualify for an EIDL for this disaster, but the loans cannot be consolidated.



# Basic Filing Requirements

- Completed SBA loan application (SBA Form 5).
- Tax Information Authorization (IRS Form 4506T) for the applicant, principals and affiliates.
- Complete copies of the most recent Federal Income Tax Return.
- Schedule of Liabilities (SBA Form 2202).
- Personal Financial Statement (SBA Form 413).

Other Information may also be requested.

*\*Although a paper application and forms are acceptable, filing electronically is easier, faster and more accurate.*

The image shows the front page of the SBA Form 5, 'U.S. Small Business Administration Disaster Business Loan Application'. The form is designed for businesses that have suffered physical damage or economic injury due to a disaster. It includes sections for: 1. ARE YOU APPLYING FOR: (Physical Damage, Economic Injury, Military Reservist EIDL), 2. ORGANIZATION TYPE, 3. APPLICANT'S LEGAL NAME, 4. FEDERAL E.I.N. (if applicable), 5. TRADE NAME (if different from legal name), 6. BUSINESS PHONE NUMBER, 7. MAILING ADDRESS, 8. DAMAGED PROPERTY ADDRESS(ES), 9. PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR: (Loss Verification Inspection, Information necessary to process the Application), 10. ALTERNATE WAY TO CONTACT YOU, 11. BUSINESS ACTIVITY, 12. NUMBER OF EMPLOYEES (pre-disaster), 13. DATE BUSINESS ESTABLISHED, 14. CURRENT MANAGEMENT SINCE, 15. AMOUNT OF ESTIMATED LOSS, 16. INSURANCE COVERAGE (IF ANY), and 17. PHONE NUMBER OF INSURANCE AGENT. The form also includes a section for 'BUSINESS PROPERTY IS' (Owned, Leased) and 'COVERAGE TYPE'.

# Additional Filing Requirements



## Other information that may be requested:

- Complete copy, including all schedules, of the most recent Federal income tax return for principals, general partners or managing member, and affiliates (see filing requirements for more information).
- 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. (This is especially important for Economic Injury Disaster Loans.)

# Ineligible Entities

## What are some of the businesses that are ineligible for an Economic Injury Disaster Loan?

- Agricultural Enterprises -If the primary activity of the business (including its affiliates) is as defined in Section 18(b)(1) of the Small Business Act, neither the business nor its affiliates are eligible for EIDL assistance.
- Religious Organizations
- Charitable Organizations
- Gambling Concerns (Ex: Concerns that derive more than 1/3 of their annual gross revenue from legal gambling activities)
- Casinos & Racetracks (Ex: Businesses whose purpose for being is gambling (e.g., casinos, racetracks, poker parlors, etc.) are not eligible for EIDL assistance regardless of 1/3 criteria above.



# How to Apply

**SBA's Customer Service Representatives are ready to serve.**

- Applicants may apply online using the Electronic Loan Application (ELA) via SBA's secure website at <https://disasterloan.sba.gov/ela>.
- Paper loan applications can be downloaded from [www.sba.gov/disaster](http://www.sba.gov/disaster). Completed applications should be mailed to: U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, TX 76155.
- Disaster loan information and application forms may also be obtained by calling the SBA's Customer Service Center at 800-659-2955 (800-877-8339 for the deaf and hard-of-hearing) or by sending an email to [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov).

# Assistance From SBA Partners

Free assistance with reconstructing financial records, preparing financial statements and submitting the loan application is available from any of SBA's partners: Small Business Development Centers (SBDCs), SCORE, Women's Business Centers (WBC), and Veteran's Business Outreach Centers and local Chambers of Commerce.

For the nearest office, visit: <https://www.sba.gov/local-assistance>

# Submit Your Application As Soon As Possible

Recheck the filing requirements to ensure that all the needed information is submitted.

The biggest reason for delays in processing is due to missing information. Make sure to complete all filing requirements before submitting the application and forms.

If more funds are needed, applicants can submit supporting documents and a request for an increase. If less funds are needed, applicants can request a reduction in the loan amount.

If the loan request is denied, the applicant will be given up to six months in which to provide new information and submit a written request for reconsideration.

# Any Questions?



More information concerning  
SBA and its programs  
visit our website at:  
**[www.sba.gov/disaster](http://www.sba.gov/disaster)**



# Disaster Loan Application Portal (DLAP)

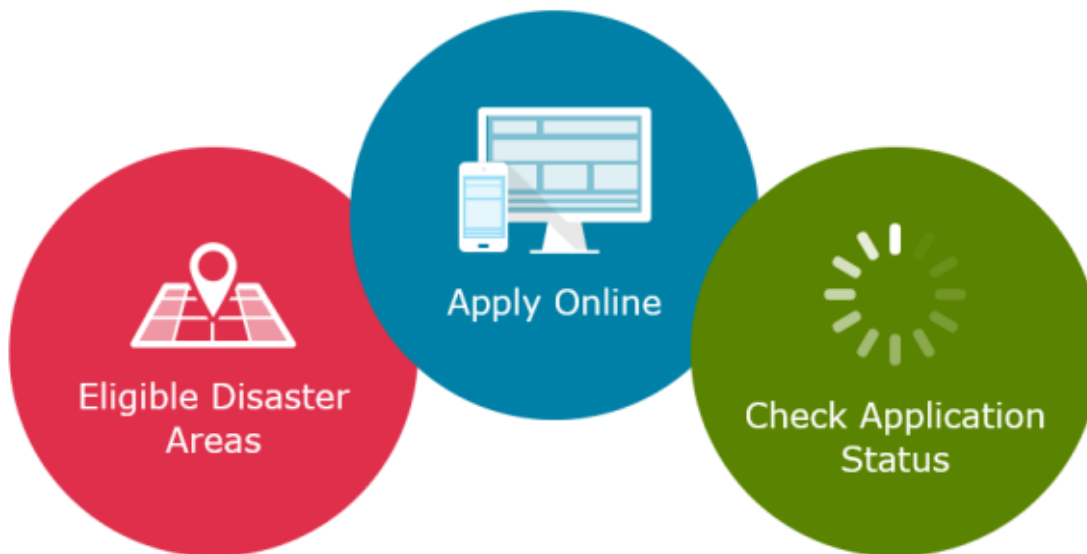


[FAQs](#) [Help](#) [Contact Us](#) [Register](#) [Login](#) 

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## Disaster Loan Assistance

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



# 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 and EIDL application.

# Filing Requirements

Electronic Loan Application (Form 5)

Electronic Loan Application (Form 5C) Sole Proprietorship Only

Tax Authorization (Form 4506-T) 20% Owners/GP/50% Affiliate

Most recent Business Tax Return

Personal Financial Statement (Form 413) 20% Owners/GP

Schedule of Liabilities (Form 2202)

# Disaster Loan Application Portal (DLAP)

DOUBLE-CLICK ON THE LINK TO ACCESS  
THE SITE

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



# Register

From this page you can:

1) Begin a new application by clicking on Register

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



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## Disaster Loan Assistance

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

[Login](#) [Register](#) [Password Reset](#)

### Disaster Loan Assistance - Login

\*User Name

\*Password

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 States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy in anything viewed, created, downloaded, or stored on this system, including e-mail, Internet, and intranet use. Any or all uses of this system (including all peripheral devices and output media) and all files on this system may be intercepted, monitored, read, captured, recorded, disclosed, copied, audited, and/or inspected by authorized Small Business Administration (SBA) personnel, the Office of Inspector General (OIG), 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, recording, disclosure, copying, auditing, and/or inspection at the discretion of authorized SBA personnel, law enforcement personnel (including the OIG), and/or authorized officials of other agencies, both domestic and foreign. Unauthorized use of, or exceeding authorized access to, this system is prohibited and may constitute a violation of 18 U.S.C. § 1030 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 awareness of, and consent to, these terms and conditions and acknowledge that there is no reasonable expectation of privacy in the access or 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 OMB control number.

# Complete Registration Information

**SBA** U.S. Small Business Administration

Help Map Contact Us Register Login

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## Disaster Loan Assistance

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

### User Registration (Part 1 of 2)

The registration information that you provide will be used to verify your identity and for future login. Please ensure that this information is accurate and correct.

**WARNING** - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

#### Personal Information

\*First Name  \*Last Name  Suffix

\*Social Security Number  \*Date of Birth

#### Primary Address (Please list the disaster)

\*Address Line 1

\*Address Line 2

\*City  \*State  \*Zip Code  Country

\*Email Address  \*Re-enter Email Address

☒ Receive status notifications by email

As an additional security measure, we will be sending a separate pass code to your phone or email which you will need to log in to the disaster loan application once you complete the registration process. You must have access to your phone or email to receive your pass code to login.

\*Primary Phone Number  \*Alternate Phone Number

☒ I acknowledge and understand that third parties are providing information or services to the U.S. Small Business Administration in order for the U.S. Small Business Administration to authenticate my identity. I agree to hold harmless said third parties and indemnify said third parties from any and all liability resulting from my use of the authentication services.

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

**WARNING** - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

#### User Data

\*User Name   
(Must be at least 6 characters)

\*Password   
(Must be at least 8 characters and must contain at least three of the following items: one uppercase letter, one lowercase letter, one number, one special character from this list: !@#%&\*^\_~+=|{}[]";'<,>/?)

\*Confirm Password   
Your passwords must match

\*Security Question 1

\*Security Question 2


\*Security Question 3

\*Security Answer 1

\*Security Answer 2

\*Security Answer 3

Please type the text appearing in the image below:  
Note: If you cannot view the image for any reason, please click on the speaker icon to hear the code.  
Then enter the code in the box below.



\*Enter Code

To advance to the next page, go next

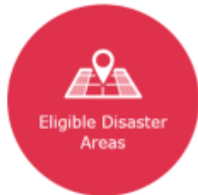
On page 2 of the registration you will create your unique user-name and password. When creating your security questions, make sure to use information you won't likely forget. If your password ever requires a reset, you would need this information

# Apply Online

## Disaster Loan Assistance

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

Hello, Chadwick



Double Click on "Apply Online"

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

Double Click on Business and Non Profit



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## Disaster Loan Assistance

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

### Loan Type Selection



SBA.gov

3-Step Loan Process

FEMA Disaster Assistance



# Business Type

The screenshot shows the SBA Disaster Loan Assistance application page. At the top, the SBA logo and navigation links are visible. The main heading is "Disaster Loan Assistance" with a subtitle "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this is a "Disaster Loan Application" section with a "Save" button. The "Business Losses" section contains two parts: "Please select the type of organization that best describes your business." with radio button options, and "Are you applying for: (check all that apply)" with checkbox options. A "Next" button is at the bottom right of the form area. A footer bar at the bottom contains "SBA.gov", "3-Step Loan Process", and "FEMA Disaster Assistance".

**Disaster Loan Assistance**  
Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

**Disaster Loan Application** [Save](#)

**Business Losses**

• Please select the type of organization that best describes your business.

- ☐ Sole-Proprietor (including individuals with income properties)
- ☐ Corporation
- ☐ Partnership
- ☐ Private Non-Profit Organization (e.g. religious, charitable, community organizations)
- ☐ 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 & Fixtures, and Other Business Assets, i.e. Inventory)
- ☒ Economic Injury (EIDL)
- ☐ Military Reservist Economic Injury (MREIDL)

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

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SBA.gov      3-Step Loan Process      FEMA Disaster Assistance

SBA Form 5 would be completed by:

- Corporations
- Partnership
- Private Non-Profit Organizations
- Limited Partnership
- Trust
- Limited Liability Entity

SBA Form 5C would be completed by:  
Sole Proprietorship

Once you make your selection the system will automatically direct you to the form.

# Select State /County / Disaster Declaration

SBA U.S. Small Business Administration

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## Disaster Loan Assistance

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

Disaster Loan Application Progress Save

### Declaration Selection

Please enter the State and County of the property damaged by the disaster.

\*State: Virginia \*County: Select a County

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

Previous Next

Use the drop-down box and select the State and County where the loss has happened

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Select the disaster declaration

SBA U.S. Small Business Administration

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## Disaster Loan Assistance

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

Disaster Loan Application Progress Save

### Declaration Selection

Please enter the State and County of the property damaged by the disaster.

\*State: Virginia \*County: Fairfax

\* Select the Disaster that affected you.

Select	Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline
<input type="radio"/>	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	VA	1/30/2020	10/27/2020
<input checked="" type="radio"/>	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
<input type="radio"/>	ALICE DCMS 2.0 SF LV PRES IA DISASTER	Alice DCMS 2.0 SF LV PRES IA Disaster	VA	11/1/2019	8/10/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA	NEW DCMS 2.0 PRES IA DISASTER AND TERN/IA	VA	6/30/2019	4/27/2021

# Complete Certifications

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## Disaster Loan Assistance

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

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### 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-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 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

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

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## Read and Electronically Agree to the Certification of Truthful Information and the Executive Orders Document.

U.S. Small Business Administration

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## Disaster Loan Assistance

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

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### 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 these laws and Executive Orders in Title 15, Code of Federal Regulations (CFR), Chapter 3, or our Standard Operating Procedures (SOPs). In order to provide the required notices, the following is a brief summary of the various laws and Executive Orders that affect SBA's Disaster Loan Programs. A glossary of terms can be found at [Disasterloan.sba.gov](#).

**FREEDOM OF INFORMATION ACT (5 U.S.C. § 552)**

This law provides, with some exceptions, that we must make records or portions of records contained in our files available to persons requesting them. This generally includes aggregate statistical information on our disaster loan programs and other information such as names of borrowers (and their officers, directors, stockholders or partners), loan amounts at maturity, the collateral pledged, and the general purpose of loans. We do not routinely make available to third parties your proprietary data without first notifying you, required by Executive Order 12059, or information that would cause competitive harm or constitute a clearly unwarranted invasion of personal privacy.

**Freedom of Information Act (FOIA) requests must describe the specific records you want. For information about the FOIA, contact the Chief, FOI/PA Office, 409 3rd Street, SW, Suite 5900, Washington, DC 20416, or by email at [foia@sba.gov](#).**

**PRIVACY 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 name or social security number is protected by the Privacy Act, which means requests for information about you may be denied unless we have your written permission to release the information or unless the information is subject to disclosure under the Freedom of Information Act. The Agreements and Certifications section of this form contains written permission for us to disclose the information resulting from this collection to state, local or private disaster relief services.

The Privacy Act authorizes SBA to make certain "routine uses" of information protected by that Act. One such routine use for SBA's loan system of records is that when this information indicates a violation or potential violation of law, whether civil, criminal, or administrative in nature, SBA may refer it to the appropriate agency, whether Federal, State, local or foreign, charged with responsibility for or otherwise involved in investigation, prosecution, enforcement or prevention of such violations. Another routine use of personal information is to assist in obtaining credit bureau reports, on the Disaster Loan Applicants and guarantors for purposes of originating, servicing, and liquidating Disaster loans. See, 63 F.R. 58596, 58617 (and as amended from time to time) for additional background and other routine uses.

Under the provisions of the Privacy Act, you are not required to provide social security numbers. (But see the information under Debt Collection Act below.) The use social security numbers to distinguish between people with a similar or the same name for credit decisions and for debt collection purposes. Failure to provide this number may not affect any right, benefit or privilege to which you are entitled by law, but having the number makes it easier for us to more accurately identify to whom adverse credit information applies and to keep accurate loan records.

**Note:** Any person concerned with the collection, use and disclosure of information, under the Privacy Act may contact the Chief, FOI/PA Office, 409 3rd Street, SW, Suite 5900, Washington, DC 20416 or by e-mail at [foia@sba.gov](#) for information about the Agency's procedures relating to the Privacy Act and the Freedom of Information Act.

**DEBT COLLECTION ACT OF 1990; DEFICIT REDUCTION ACT OF 1994; DEBT COLLECTION IMPROVEMENT ACT OF 1996 & other titles (31 U.S.C. 3701 et seq.)**

These laws require us to aggressively collect any delinquent loan payments and to require you to give your taxpayer identification number to us when you apply for a loan. If you receive a loan and do not make payments when they become due, we may take one or more of the following actions (this list may not be exhaustive):

- \*Report the delinquency to credit reporting bureaus.
- \*Offset your income tax refunds or other amounts due to you from the Federal Government.
- \*Refer the account to a private collection agency or other agency operating a debt collection center.
- \*Suspend or delist you from doing business with the Federal Government.
- \*Refer 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.

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

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OMB CONTROL NO. 5010-0027  
FAC. 9070.0001

# Start Application – Form 5

 U.S. Small Business Administration

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## Disaster Loan Assistance

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

**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 <b>Disaster Business Loan Application</b> (SBA Form 5). <b>Disaster Business Loan Application</b>	<a href="#">Start</a>
Complete, sign and date each <b>Personal Financial Statement</b> (SBA Form 413) shown below. <b>Personal Financial Statement</b>	Complete preceding section(s) first.
Complete each <b>Schedule of Liabilities</b> (SBA Form 2202) shown below. <b>Schedule of Liabilities</b>	Complete preceding section(s) first.
Complete each <b>Request for Transcript of Tax Return</b> (IRS Form 4506-T) shown below. <b>Request for Transcript of Tax Return</b>	Complete preceding 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 <b>Applicant Business Federal Tax Return</b>	Complete preceding section(s) first.
Read and accept the Truthful Information Certification. <b>Truthful Information Certification</b>	Complete preceding section(s) first.
Submit Application and Supporting Documents. <b>Submit Application</b>	Complete preceding section(s) first.

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

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GMS Control No. 12-10-0017  
Exp. 09/31/2021

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.

Disaster Loan Application #2000003701 Progress Save

SBA Form 5 - Page 1 of 3

If you know your 9 digit FEMA Registration Number, please enter it here:

**1 ARE YOU APPLYING FOR:**

☐ Physical Damage -- Indicate type of damage  
☐ Real Property ☐ Business Contents ☐ Military Reservist EIDL (MREIDL)  
☒ Economic Injury (EIDL) Name of Essential Employee   
Employee's Social Security Number

**2 ORGANIZATION TYPE** \*Sole Proprietors should complete form 5C  
☐ Partnership ☐ Limited Partnership ☒ Limited Liability Entity ☐ Other   
☐ Corporation ☐ Nonprofit Organization ☐ Trust

**3 \*APPLICANT'S LEGAL NAME**  **4 \*Tax Identification Number (including dashes)**

**5 TRADE NAME (if different from legal name)**  **6 \*BUSINESS PHONE NUMBER (including area code)**

**7 MAILING ADDRESS**  
☒ Business ☐ Home ☐ Temporary ☐ Other   
\*Number, Street, and/or Post Office Box  \*Zip  \*City  \*State  County

**8 DAMAGED PROPERTY ADDRESS(ES)**  
\*BUSINESS PROPERTY IS: ☒ Owned ☐ Leased  
Make this Address the same as Applicant's Mailing Address entered in Section 7  
\*Number and Street Name  \*Zip  \*City  \*State  County

Coverage Type  Insurance Company  Agent Name   
Phone Number of Insurance Agent  Policy Number

[Add Another Insurance](#)  
[Add Another Damaged Property](#)

**9 PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR:**

Loss Verification Inspection Information necessary to process the Application  
\*Name  \*Name   
\*Telephone Number  \*Telephone Number

**10 ALTERNATE WAY TO CONTACT YOU**  
Cell Number  E-mail   
Fax Number  Other

**11 BUSINESS ACTIVITY:**  **12 NUMBER OF EMPLOYEES: (Pre-disaster)**

**13 \* DATE BUSINESS ESTABLISHED:**  **14 \* CURRENT MANAGEMENT SINCE**

**15 AMOUNT OF ESTIMATED LOSS:**  
Real Estate  Inventory   
Machinery & Equipment  Leasehold Improvements

**16 \*Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?** ☐ Yes ☒ No

Previous Next

OMB Control No. 3245-0017  
Exp. 08/31/2023

# 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%

[illegible]


[U.S. Small Business Administration](#)

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# Disaster Loan Assistance

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

**Disaster Loan Application #2008003701 Progress** 100%

**SBA Form 5 - Page 3 of 3** Next

20. **ADDITIONAL INFO:**

*Please refer to Item Number and Title*

State disaster(s) impacting:

Previous

Next

DISASTER LOAN ASSISTANCE  
Page 4 of 10 (SBA)

**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).

✓ Disaster Business Loan Application

Update

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.

CHADWICK G. NELSON

Start

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.

CHADWICK G. NELSON

Start

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

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

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.

Now that the application is complete, the filing requirements on this page must be submitted / uploaded to complete the process.



# Personal Financial Statement

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

You can use this form to complete your personal financial statement or upload a financial statement you already have by scanning and uploading that document

## Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress

### Personal Income

Please provide the sources of personal income of CHADWICK R NELSON.

If you are unable to enter data for this Personal Financial Statement now, click [here](#) to download a paper copy to submit offline.

Income amounts should be based on annual whole dollar

As of 12/15/2019 (MM/DD/YYYY)

Salary	\$45,000.00	Real Estate Income	\$175,000.00
Net Investment Income		Other Income <sup>1</sup>	

Description of Other Income (example - Alimony, Child Support, Disability, Pension, Social Security, etc.)  
255 characters remaining

1 - Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

Previous

Next

OMB Control No. 3207-0188  
Exp. 6/30/2018

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

If you indicated you have real estate you must complete this form, supplying additional information

Disaster Loan Application #2000003701 Progress

### 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.
- Scroll buttons below the real estate section can be used to move between pages of real estate.
- To remove a property, click the red X next to that property.

☐ I do not own real estate

Property 1

Type of Property	Investment
Address	123 STREET
City, State, Zip Code	ATLANTA, GA 30303
Date Purchased (MM/YYYY)	12/2018
Original Cost	\$145,000.00
Present Market Value <sup>1</sup>	\$450,000.00
Name of Mortgage Holder	
Street Address / PO Box	
City, State, Zip Code	
Mortgage Account Number	
Mortgage Balance <sup>2</sup>	
Amount of Payment per Mo/Yr	
Status of Mortgage	

Page 1 of 1

1 - Market Value(s) will be listed and displayed on the Personal Assets page.  
2 - Mortgage Balance(s) will be listed and displayed on the Personal Debts page.

Previous

Next

# Personal Assets / Debits

The applicant and any partner would need to provide information on assets and debits

Disaster Loan Application #2000003701 Progress Save

### Personal Assets

Please provide the personal assets for CHADWICK R NELSON.

- Click "Add Another" to enter a new Security (Stocks and Bonds).
- To remove a Security, click the red next to the Security (Stocks and Bonds).

Stocks and Bonds

Delete	Number of Shares	Name of Securities	Cost	Market Value Quotation/Exchange	Date of Quotation/Exchange	Total Value
						\$0.00
<b>Add Another</b>						Total Value of Stocks & Bonds: \$0.00
						Total Value for All Stocks and Bonds will display in Assets section below.

**Assets**

Cash on Hand & in Banks	\$13,000.00	Stocks & Bonds (Total from Stocks and Bonds Section)	\$0.00
Savings Accounts	\$45,000.00	Real Estate (Total from Real Estate Section)	\$450,000.00
IRA or Other Retirement Account	\$1,000,564.00	Automobiles - Total Present Value (Describe below, and include Year/Make/Model)	
Accounts & Notes Receivable		Other Personal Property (Describe below)	
Life Insurance - Cash Surrender Value Only (Describe below)		Other Assets (Describe below)	
<b>Total Assets</b>		<b>\$1,510,564.00</b>	

**Life Insurance Held**  
(Give face amount and cash surrender value of policies - name of insurance company and beneficiaries.)

240 characters remaining

**Other Personal Property and Other Assets**  
(Describe, and if any is pledged as security, state name and address of lien holder, amount of lien, terms of payment and if delinquent, describe delinquency.)

240 characters remaining

Previous Next

Disaster Loan Application #2000003701 Progress Save

### Personal Debits

Please provide the personal debits for CHADWICK R NELSON.

- Click "Add Another" to enter a new Noteholder.
- To remove Noteholder, click the red next to the Noteholder.

Notes Payable to Banks & Others

Delete	Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency (months, etc.)	How Secured or Reduced Type of Collateral
					12	
<b>Add Another</b>		Total of Current Balances: \$0.00				
		Current Balances will display in the Debits Section below.				

**Debits**

Accounts Payable	\$4,500.00	Loan on Life Insurance	
Notes Payable to Banks & Others (Total of Current Balance from above)	\$0.00	Mortgages on Real Estate (Total from Real Estate Section)	\$0.00
Installment Account (Auto)		Unpaid Taxes (Describe below)	
Monthly Payment		Other Liabilities (Describe below)	\$45,000.00
Installment Account (Other)		<b>Total Debits</b>	<b>\$40,500.00</b>
Monthly Payment			

**Unpaid Taxes**  
(Describe in detail, as to type, as to whom payable, when due, amount, and to what property, if any, a lien has attached.)

240 characters remaining

**Other Debits**  
(Describe in detail.)

240 characters remaining

**Contingent Liabilities**

As Endorser or Co-Maker		Provision for Federal Income Tax	
Legal Claims & Judgments		Other Special Debt	

Previous Next

# 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 Liabilities** (SBA Form 2202) shown below.

CHADWICK G. NELSON

Start



[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#)

## Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress

Save

### Schedule of Liabilities - (Notes, Mortgages and Accounts Payable)

This form is provided for your convenience in responding to filing requirements in Item 2 on the application, SBA Form 5. You may use your own form if you prefer. The information contained in this schedule is a supplement to your balance sheet and should balance to the liabilities presented on that form.

If you are unable to enter data for the Schedule of Liabilities now, click [here](#) to download a paper copy to submit offline.

Name: CHADWICK G. NELSON

Date of Schedule:

☐ I have NO Debts

- Click "Add Another" to enter a new creditor.
- To remove a creditor, click the red X next to the creditor.

#### Schedule of Liabilities

Delete	Name of Creditor	Original Amount	Original Date (MM/YYYY)	* Current Balance	Current?	Maturity Date (MM/YYYY)	* Payment Amount	* Month or Year	How Secured
X	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Add Another

Previous

Next

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

# Uploaded 4506T

 U.S. Small Business Administration

[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#) [Feedback](#)

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress [Save](#)

### 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 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 info not be processed and returned to you if the box is unchecked.**

Name shown on tax return. If a joint return, the name shown first. First SSN, individual taxpayer identification number  
CHADWICK R NELSON 415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code  
123 MAIN, 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, 2016

#### 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 applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the 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.

[Previous](#)

## Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress [Save](#)

### Request for Transcript of Tax Return - Download / Upload

#### Download the completed Request for Transcript of Tax Return for CHADWICK R NELSON

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](#)

#### 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).

File Name  
[Browse](#) [Upload](#)  
Attached file must be an unprotected file in PDF format less than 30MB.

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](#)

[Next](#)

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

You could also opt to deliver offline

# 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

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

## Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress

Save

### 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.  
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number  
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code  
123 MAIN, 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

\*Title (of taxpayer or person authorized to obtain the tax information requested)

Tax Form Number(s)

Year or period requested

\*12/31/2018 \*12/31/2017 \*12/31/2016

Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

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.

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OMB Control No. 1545-1872

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

## Disaster Loan Assistance

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

Disaster Loan Application #2000003701 Progress

Save

### 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.  
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number  
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code  
123 MAIN, 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

\*Title (of taxpayer or person authorized to obtain the tax information requested)

Tax Form Number(s)

Year or period requested

\*12/31/2018 \*12/31/2017 \*12/31/2016

Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

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.

# 4506T Uploaded Successful

The screenshot shows the SBA's Disaster Loan Assistance portal. At the top, the SBA logo and navigation links are visible. The main heading is "Disaster Loan Assistance" with a subheading "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this, a progress bar indicates the "Disaster Loan Application #2000003701" is in "Progress". The current step is "Request for Transcript of Tax Return - Download / Upload".

- Download the completed Request for Transcript Of Tax Return for CHADWICK G. NELSON  
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](#)
- Sign and date the document.  
Once downloaded and printed, be sure to **sign** and **date** the document.
- Include the signed document with your application.  
**Your document has been successfully uploaded.**  
The file **4506 T.pdf** has been associated with your application. [Remove](#) this file to replace it.  
Click the Next button to continue.

Navigation buttons: [Previous](#) and [Next](#).

Footer: SBA.gov | 3-Step Loan Process | FEMA Disaster Assistance

Complete each <i>Request for Transcript of Tax Return</i> (IRS Form 4506-T) shown below.		
✓ CHADWICK G. NELSON	Document attached	<a href="#">Update</a>
✓ CHADWICK R. NELSON	Document attached	<a href="#">Update</a>
✓ CRAIG BLACKLEY	Document attached	<a href="#">Update</a>

Once the 4506 T is uploaded you will receive a message back indicating the transmittal was successful. Make sure all fields are complete. 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

Start

The screenshot shows the SBA's Disaster Loan Assistance application interface. At the top, the SBA logo and navigation links are visible. The main heading is "Disaster Loan Assistance" with a subtitle "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this, a progress bar indicates the current step is "Disaster Loan Application #2000003701 Progress". The specific step is "Federal Tax Return - Upload".

The instructions state: "Include the document with your application." and "Scan and attach the Federal Tax Return for the Applicant Business." A file upload section includes a "Browse" button, a "File Name" input field, and an "Upload" button. A note specifies: "Attached file must be an unprotected file in PDF format less than 38MB." Below this, an "OR" section provides an alternative: "If you are unable to attach a completed copy of the document, you may skip this step and submit it offline by other methods outlined in the document delivery options page. The document must be received by the SBA before processing of your application can begin." A checkbox is provided for "I agree to deliver a copy of the completed document to the SBA." Navigation buttons for "Previous" and "Next" are at the bottom of the form area.

Footer information includes "SBA.gov", "3-Step Loan Process", and "FEMA Disaster Assistance".

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

# Certificate as to Truthful Information

Read and accept the Truthful Information Certification.

Truthful Information Certification

Start



[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#)

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## 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-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 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

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

## 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).

✓ Disaster Business Loan Application

Update

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.

CHADWICK G. NELSON

Start

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.

CHADWICK G. NELSON

Start

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

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

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.

## 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).

✓ Disaster Business Loan Application

Update

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.

✓ CHADWICK R NELSON

Update

✓ CRAIG BLACKLEY

Update

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.

✓ CHADWICK G. NELSON

Update

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.

✓ CHADWICK G. NELSON

Document attached Update

✓ CHADWICK R NELSON

Document attached Update

✓ CRAIG BLACKLEY

Document attached Update

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

Document attached Update

Read and accept the Truthful Information Certification.

✓ Truthful Information Certification

Update

Submit Application and Supporting Documents.

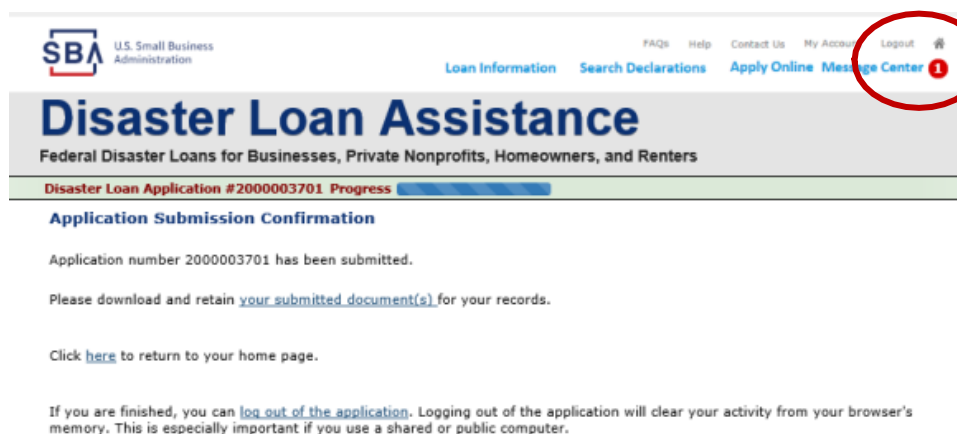
Preview Electronic Loan Application

Preview

Submit Application

Submit

# Application Successfully Submitted



**SBA** U.S. Small Business Administration

Loan Information Search Declarations Apply Online **Message Center** 1 Logout

## Disaster Loan Assistance

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

**Disaster Loan Application #2000003701 Progress**

### Application Submission Confirmation

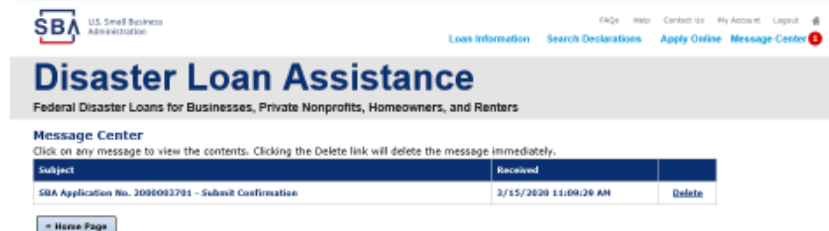
Application number 2000003701 has been submitted.

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

Loan Information Search Declarations Apply Online **Message Center** 1

## 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.

Subject	Received	
SBA Application No. 2000003701 - Submit Confirmation	3/15/2020 11:09:29 AM	<a href="#">Delete</a>

[Home Page](#)

# Returning to Complete Application

https://training.disasterloan.sba.gov/da/Account/Login?ReturnUrl=%2Fda%2FLoanApplication%2FStartApplication

Loan Assistance

SBA U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

Loan Information Search Declarations Apply Online Message Center

## Disaster Loan Assistance

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

Login Register Password Reset

### Disaster Loan Assistance - Login

\*User Name  
chadwicks

\*Password  
\*\*\*\*\*

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 States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implied expectation of privacy in anything viewed, created, downloaded, or stored on this system, including e-mail, Internet, and Internet use. Any or all uses of this system (including all peripheral devices and output media) and all files on this system may be inspected, monitored, read, captured, recorded, disclosed, copied, stored, and/or reported by authorized Small Business Administration (SBA) personnel, the Office of Inspector General (OIG), 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 inspection, monitoring, reading, capturing, recording, disclosure, copying, storing, and/or inspection at the discretion of authorized SBA personnel, law enforcement personnel (including the OIG), and/or authorized officials of other agencies, both domestic and foreign. Unauthorized use of, or recording unauthorized access to, this system is prohibited and may constitute a violation of 18 U.S.C. § 2385 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 agreement to, and consent to, these terms and conditions and acknowledge that there is no reasonable expectation of privacy in the access or 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 OMB control number.

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

SBA U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

Loan Information Search Declarations Apply Online Message Center

## Disaster Loan Assistance

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

Hello, Chadwick

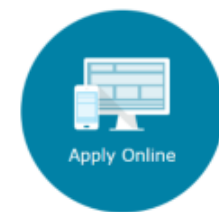
My Applications & Loans

Business Application #2000003701  
Applicant: CHADWICK G. NELSON  
Status: NOT SUBMITTED  
Last Updated: 3/14/2020

Link successful login note: March 15, 2020, 10:07 AM EDT.  
There have been 0 unsuccessful login attempts since your last successful login.

Continue

Input your user-name and password to complete a started application, once in click on “Continue”



# Business Losses

## Disaster Loan Assistance

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

Disaster Loan Application

Save

### Business Losses

\*Please select the type of organization that best describes your business.

- ☒ Sole-Proprietor (including individuals with income properties)
- ☐ Corporation
- ☐ Partnership
- ☐ Private Non-Profit Organization (e.g. religious, charitable, community organizations)
- ☐ 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 & Fixtures, and Other Business Assets, i.e. Inventory)
- ☒ Economic Injury (EIDL)
- ☐ Military Reservist Economic Injury (MREIDL)

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

Previous

Next

A Sole-Proprietor will use  
“Sole-Proprietor” and  
“Economic Injury (EIDL).”

# Home/Personal Losses

The Loan Application will walk you through the process. Click “Save” to save the input and click “Next” to navigate to the next page.

## Disaster Loan Assistance

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

Disaster Loan Application

Save

### Home/Personal Property Losses

\*Was the damaged property your primary residence at the time of the disaster?

- ☒ Yes  
☐ No

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

Previous

Next

# Declaration Selection

## Disaster Loan Assistance

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

Disaster Loan Application

Progress

Save

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

### Declaration Selection

Please enter the State and County of the property damaged by the disaster.

\*State  \*County

\* Select the Disaster that affected you.

Select	Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline
<input checked="" type="radio"/>	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	VA	1/30/2020	3/30/2020
<input type="radio"/>	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	VA	1/28/2020	3/30/2020
<input type="radio"/>	ALICE DCMS 2.0 SF LV PRES IA DISASTER	Alice DCMS 2.0 SF LV PRES IA Disaster	VA	11/1/2019	5/13/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA DISASTER FOR TRN/QA	NEW DCMS 2.0 PRES IA DISASTER FOR TRN/QA	VA	8/29/2018	10/29/2020
<input type="radio"/>	AUGUST DCMS 2.0 PRES IA DISASTER IN VA	AUGUST DCMS 2.0 PRES IA DISASTER IN VA	VA	8/15/2018	10/15/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA DISASTER IN VA	NEW DCMS 2.0 PRES IA DISASTER IN VA	VA	7/12/2018	9/10/2020
<input type="radio"/>		FEMA SCR 14936 Testing for DCMS 2.0	VA	5/23/2018	7/23/2020
<input type="radio"/>		NEW VA DISASTER IN DCMS 2.0 T2-DEVEVINT2	VA	5/1/2018	7/2/2020
<input type="radio"/>		qtp disaster desc	VA	9/19/2006	11/20/2999

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

Previous

Next

On the same line as the “Save” icon you also can see the “Progress” of the Disaster Loan Application.

Enter your “State” and “County”

# Certification and Executive Order

Read the “Warning”,  
check “I Certify” then  
click “Next”.

Read the  
information, check “I  
have read...” then  
click “Next”.

## Disaster Loan Assistance

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

Disaster Loan Application 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-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 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

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 Coastal Barrier Resources Act (Public Law 97-348) prohibits Federal financial assistance to applicants located in the Coastal 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 directly 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.

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Next

# 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** [Start](#)

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** [Complete preceding section\(s\) first.](#)

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.](#)

**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.)

[Previous](#)

OMB Control No. 3245-0018  
Exp. 07/31/2024



# 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.

Disaster Loan Application #2000003704 Progress:  Save

### Primary Applicant Information

#### INFORMATION ABOUT THE APPLICANT

**Copy User Registration Information**

\*First Name: JOHN  
Middle Name: WESLEY  
\*Last Name: JONES  
Suffix: Jr. \*Date of Birth: 01/01/1975  
\*Social Security Number: 111-22-3456  
\*Marital Status: ☐ Married ☒ Not Married  
\*Are you a U.S. Citizen? ☒ Yes ☐ No  
\*Are you an SBA Employee? ☐ Yes ☒ No  
\*Household Size: 1  
\*Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC? ☒ Yes ☐ No

#### CONTACT INFORMATION

\*Check your preferred method of contact:

☐ E-mail Address: E-mail Address  
☐ Cell Phone: Cell Phone  
☒ Home Phone: 111-111-1111  
☐ Work Phone: Work Phone

Closest Relative Not Living with You:

Name: Sam Jones  
Phone Number: 222-222-2222

#### MAILING ADDRESS

\*Address: 101 HOMETOWN ST  
\*Zip: 20170 \*City: HERNDON \*State: VA County: Fairfax

#### INCOME INFORMATION

☐ Employed ☐ Unemployed ☒ Self Employed ☐ Retired \*Employer Name: JWJ Builders  
\*Total Annual Income (before deductions): \$99,000.00 \*Employer Phone Number: 111-222-3456

**Note:** Include all recurring income from all sources such as employment, self-employment, part-time work, social security, retirement income, disability income, interest income, child support, alimony, etc.  
Do not include one-time or non-recurring income.

Previous Add Joint Applicant **Next**

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

# Form 5C continued - Damaged Property Information

Fill in the information blocks and then hit next. Fields marked with a red asterisk is a required field.

Disaster Loan Application #2000003700

Progress: 

Save

## Damaged Property Information

• At least one of the following fields are required: Real Estate, Personal Property, Automobile

### DAMAGED PROPERTY ADDRESS

Same as primary applicant mailing address

\*Address

\*Zip  \*City  \*State  \*County

\*Type of Damage: ☒ Real Estate ☒ Personal Property ☐ Automobile

### DAMAGED PROPERTY INFORMATION

\*Do you own or rent this property? ☒ Own ☐ Rent

\*Is this property your Primary Residence? ☒ Yes ☐ No

\*If No, please select from the list below:

☐ Vacation/secondary home ☐ I own the property but 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 ☐ Other:

*Policy Type	*Insurance Company Name	Policy Number	Phone Number	Amount Received	
<input type="text" value="Homeowner's"/>	<input type="text" value="True INS"/>	<input type="text" value="000099991111"/>	<input type="text" value="222-333-4444"/>	<input type="text" value="\$0.00"/>	<a href="#">delete</a>

[Add Insurance](#)

Previous

Next

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# Form 5C continued -Debts and Assets Information

Fill in the information blocks and then hit next. Fields marked with a red asterisk is a required field.

Disaster Loan Application #2000003700

Progress:

Save

Debts and Assets Information

DEBTS

☐ I have no debts

Mortgage Holder or Landlord's Name (Primary Residence)

Name

Monthly Payment/Rent

Current Balance

Mortgage 1

\$1,000.00

\$60,000.00

2nd Mortgage Holder Name (if applicable)

Name

Monthly Payment/Rent

Current Balance

Name

Monthly Payment/Rent

Current Balance

Note: Please complete the section below if the amounts are NOT included in your mortgage payment:

Real Estate Taxes (per year)

Homeowner's Insurance (per year)

Condo/Townhome/HOA/Co-Op Fees (per year)

\$2,500.00

\$1,000.00

\$250.00

Other Debt including auto payments, credit cards, installment loans, student loans, etc. 

Note: Only include debts that will last longer than 10 months.

\* Name of Creditor

\* Monthly Payment

Current Balance

Add Debt

ASSETS

Pre-disaster values:

\*Cash, Bank Accounts and Marketable Securities (e.g. Stock & Bonds, CDs, etc.) (Not including retirement accounts)

\*Retirement Accounts (e.g. IRAs, Keogh, TSP or other similar accounts)

\*Personal Property (furniture, appliances, vehicles, RVs, etc.)

\*Primary Residence

All Other Real Estate (describe)

Other Real Estate Description

\$95,000.00

\$20,000.00

\$35,000.00

\$250,000.00

\$0.00

OTHER DISASTER ASSISTANCE

FEMA Registration Number

FEMA Registration Number

\*Other than FEMA, have you received any grant award (i.e. city grants, county grants, state grants, etc.):

☐ Yes

☒ No

State Amount

State Amount

Other Amount

Other Amount

Describe

Other Disaster Assistance Description

Previous

Next

OMB Control No. 3245-0018

Exp. 08/31/2021

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SBA

# Form 5C continued - Disclosure Statements

Disaster Loan Application #2000003704

Progress: 

Save

## Disclosure Statements

### DISCLOSURES

The responses below apply to the Applicant and Joint Applicant, if any. Please explain any "Yes" responses.

- |     |  |                           |                                     |
|-----|--|---------------------------|-------------------------------------|
| *1. | Are you delinquent on any Federal taxes, Federal loans, Federal grants, or 60 days past due on any child support obligation?   | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| *2. | Are you currently a defendant in any lawsuits or have pending judgements against you?  | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| *3. | Are you currently suspended or debarred from contracting with Federal government or receiving Federal grants or loans?   | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| *4. | Do you have federal loans, federally guaranteed loans, or previous SBA loans?  | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| *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?  | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| *6. | In the past year, have you been convicted of a felony committed in connection with a riot or civil disorder?   | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| *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 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)? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |

### BUSINESS ACTIVITY

<b>Business Activity</b>	<b>*Date Business Established</b>	<b>Number of Employees (pre-disaster)</b>
<input type="text" value="JWJ Building"/>	<input type="text" value="01/01/2000"/>	<input type="text" value="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.

<b>Representative Name</b>	<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Fee charged or agreed upon</b>
<input type="text" value="Representative Name"/>	<input type="text" value="Street Address"/>	<input type="text" value="City"/>	<input type="text" value="State"/>	<input type="text" value="Zip"/>	<input type="text" value="Fee charged or agreed upon"/>

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Next

OMB Control No. 3245-0018  
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Fill in the information as required and then hit next.

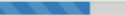
Fields marked with a red asterisk is a required field.

# Form 5C continued - Consent and Additional Comments

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

### Consent

**CONSENT**

I authorize 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, Mennonite 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 funds 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 mitigation measure.

I have received and read a copy of the "STATEMENTS REQUIRED BY LAWS 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.

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 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.

☒ 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 Next

OHB Control No. 3245-0018  
Exp. 09/31/2021

Disaster Loan Application #2000003700 Progress:  Save

### Additional Comments

**ADDITIONAL COMMENTS**

4000 character(s) left.

Previous Next

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

# Form 5C continued - Affiliated Businesses

Fill out the Affiliated Business information then click "Save".

To continue the process click "Next".

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 for Affiliate Details

JOHN WESLEY JONES Jr. ▼

#### \*Business Name

JWJ BUILDERS

#### \*EIN

89-9988888

#### \*Organization Type

LLC, LLP, OR LLE ▼

#### \*% Owned

100

#### Title

President ▼

#### \*Address Line 1

101 HOMETOWN ST

#### Address Line 2

#### \*Zip Code

20170

#### City

HERNDON ▼

#### \*State

VA

#### County

FAIRFAX ▼

Cancel

Save

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.

Affiliate Name

EIN

Type

% Owned

Please enter affiliated business information for JOHN WESLEY JONES Jr..

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Next

# 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.

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

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. This income information, obtained from the IRS, will help us determine your repayment ability.

JOHN WESLEY JONES Jr.

Start

JWJ BULDERS

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.

**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.**

# 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

Save

## 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
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Tax Form Number(s)  
1040

Year or period requested  
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.

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OMB Control No. 1545-1872



# Request for Transcript of Tax Return - Download / Upload

If you chose to deliver a copy this alert will appear. And you will no longer be able to upload information. The document will have to be submitted offline.

**ALERT - Documents Required**

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 options link on this page.

Be sure to include your full name and application number on all correspondence submitted to the SBA.

**NOTE:** You may still submit your application online, however, the approval process **WILL NOT BEGIN** until this document has been provided to the SBA.

[I Understand](#)

**Disaster Loan Application #2000003700 Progress** [Save](#)

**Request for Transcript of Tax Return - Download / Upload**

- Download the completed **Request for Transcript Of Tax Return** for **JOHN WESLEY JONES Jr.**

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](#)
- 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).

[Browse ...](#)  [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](#) [Next](#)

# 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.

Disaster Loan Application #2000003700 Progress Save

**Request for Transcript of Tax Return - Download / Upload**

- Download the completed **Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.**  
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
- 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)**.  

File Name
<span>Browse...</span> ELA2000003700-JOHN W JONES Jr.-Request for Transcript of Tax Return <span>Upload</span>

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 Next

Disaster Loan Application #2000003700 Progress Save

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

**Request for Transcript of Tax Return - Download / Upload**

- Download the completed **Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.**  
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
- Sign and date the document.  
Once downloaded and printed, be sure to **sign** and **date** the document.
- Include the signed document with your application.  

Your document has been successfully uploaded.

The file [ELA2000003700-JOHN W JONES Jr.-Request for Transcript of Tax Return.pdf](#) has been associated with your application.  
[Remove](#) this file to replace it.

Click the Next button to continue.

Previous Next

# Filing Requirements

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

Disaster Loan Application #2000003704 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. This income information, obtained from the IRS, will help us determine your repayment ability.

✓ JOHN WESLEY JONES Jr.

Document attached

Update

✓ JWJ BUILDERS

Document attached

Update

Read and accept the Truthful Information Certification.

Truthful Information Certification

Start

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:

Disaster Loan Application #2000003700 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-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 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

# Submit Application

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

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. This income information, obtained from the IRS, will help us determine your repayment ability.

✓ 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](#)

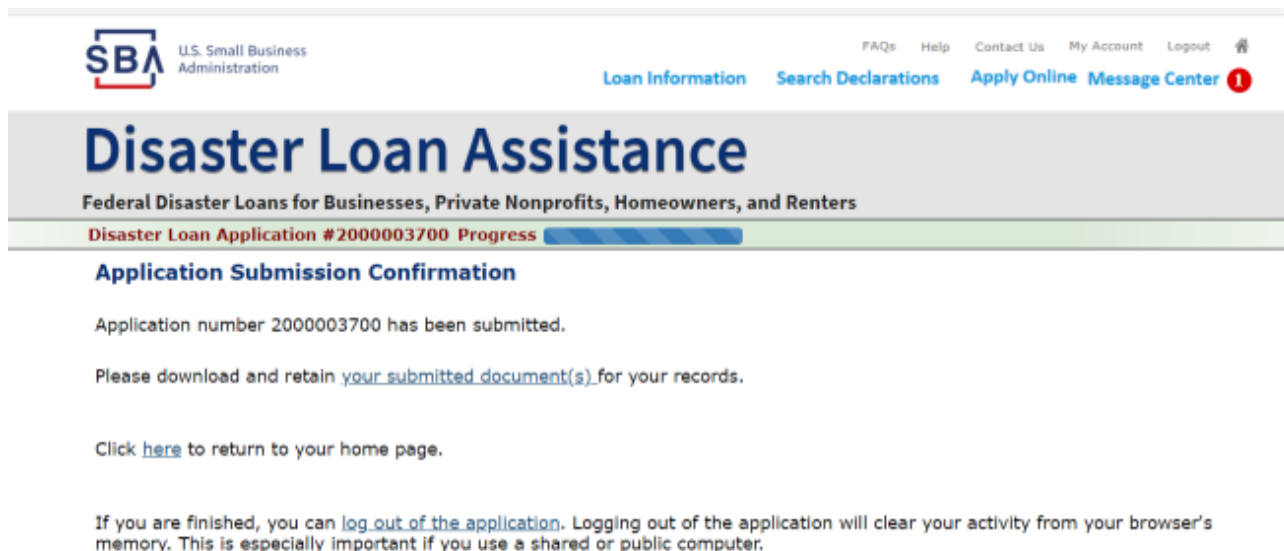
[Preview](#)

[Submit Application](#)

[Submit](#)

# Application Submission Confirmation

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



The screenshot shows the SBA U.S. Small Business Administration website. The header includes the SBA logo and navigation links: Loan Information, Search Declarations, Apply Online, and Message Center (with a red notification icon). The main heading is "Disaster Loan Assistance" with the subtitle "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this is a progress bar for "Disaster Loan Application #2000003700" which is partially filled. The section is titled "Application Submission Confirmation" and contains the following text: "Application number 2000003700 has been submitted.", "Please download and retain [your submitted document\(s\)](#) for your records.", "Click [here](#) to return to your home page.", and "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."

SBA U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

Loan Information Search Declarations Apply Online Message Center 1

## Disaster Loan Assistance

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

Disaster Loan Application #2000003700 Progress

### Application Submission Confirmation

Application number 2000003700 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.

# Message Center



[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#) 

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#) **1**

## 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.

Subject	Received	
SBA Application No. 2000003700 - Submit Confirmation	3/14/2020 4:11:39 PM	<a href="#">Delete</a>

[« Home Page](#)

[SBA.gov](#)

[3-Step Loan Process](#)

[FEMA Disaster Assistance](#)

# Home Page

After completing application you automatically return to the home page.

From here you can check the status of your application by clicking the "Status" icon.

## Disaster Loan Assistance

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

Hello, John

### My Applications & Loans

#### Business Application #2000003704



Applicant: JONES, JOHN WESLEY  
Status: SUBMITTED

Last Updated: 3/15/2020



Status



Documents

#### Home Application #2000003700



Applicant: JONES, JOHN WESLEY  
Status: RECEIVED-IN REVIEW

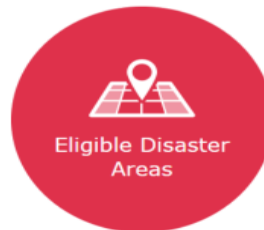
Last Updated: 3/15/2020



Status



Documents



SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

# Application Status

## Disaster Loan Assistance

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

### Application Status

**Current Application Status: RECEIVED-IN REVIEW**

**Application Number:** 2000003700  
**Loan Type:** Home  
**Disaster Name:** VA-00485 - 2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50  
**Status Change Date:** March 14, 2020  
**Status Description:** 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](#)

sba.gov

3-Step Loan Process

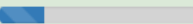
FEMA Disaster Assistance



# Special Note

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

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

Disaster Loan Application #2000003701 Progress  [Save](#)

**!!! ALERT !!! 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