

COAST ELECTRIC POWER ASSOCIATION'S BUSINESS DEVELOPMENT LOAN

CEPA FUND

18020 HIGHWAY 603
KILN, MS 39556



A Touchstone Energy® Cooperative 

Applicant Checklist

The Coast Electric Power Association Business Development Loan is an Equal Opportunity Lender, Provider, and Employer. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age disability, religion, sex and familial status. (Not all prohibited bases apply to all programs). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 794-3272 (voice) or (202) 720-5964 (TDD).

APPLICANT CHECKLIST

A completed application form and business data, based on the following list, is essential to the application process. The list that follows contains information needed to develop a loan recommendation. We understand that not all items are applicable to every loan. If information is not available or you have questions about what is required for a complete application, please contact the CEPA Fund at 228-363-7278 and ask for loan fund information.

- Application (use attached form)
- \$100.00 non-refundable application fee payable to CEPA Fund.
- Business Plan (description of business and loan purpose)
- Income Statement, Cash Flow Statement and Balance Sheet - past two years plus current (Within 90 days) for existing business
- Projected Balance Sheet, Income Statement and Cash Flow Statement – projected for two years
- Personal Financial Statement(s) of the principal owner(s) with over 20% ownership, current and signed
- Cost estimates on real estate, construction and/or equipment purchases
- Preliminary building plans and specifications (if applicable)
- Lease Agreement (if applicable)
- Summary of available collateral and contact information on all lenders
- Commercial lender denial letter or commitment letter establishing need for funds
- Resolution giving authority to borrow funds and execute loan documents, if applicant is a corporation, LLC, or government entity
- Business and/or Personal Federal Tax Returns (past 2 years) depending on business' legal structure
- Resume or background information on principal owner(s), normally those with 20% ownership or more
- Environmental Requirements – Class One or Two Review (per USDA) if construction project, not required if loan is for purchase of equipment, working capital only, or purchase of an existing facility that requires no structural additions or significant alterations. Forms will be provided.
- Accessibility Plan – as determined by funding source

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