

PERSONAL FINANCIAL STATEMENT DISASTER PROGRAMS

OMB APPROVAL NO. 3245-0188 EXPIRATION DATE: 03-31-2021

As of <u>APRIL 3</u> , <u>2020</u>

SBA uses the information required by SBA form 413D as one of a number of data sources in analyzing the repayment ability and creditworthiness of an application for an SBA disaster loan. Complete this form for: (I) each proprietor; (2) general partner; (3) managing member of a limited liability company (LLC); (4) each owner of 20% or more of the equity of the Applicant (including the assets of the owner's spouse and any minor children); and (5) any person providing a guaranty on the loan. **Return completed form to**: **Disaster Processing and Disbursement Center at 14925 Kingsport Road**,

Fort Worth, TX 76155-2243 or FAX to 1-202-481-1505.

SAMPLE APPLICANT

Business Phone 832 100 1000

Residence Address 1000 SAMPLE STREET

U.S. SMALL BUSINESS ADMINISTRATION

Residence Phone 713 461 1000

City, State, & Zip Code HOUSTON TX 70000

Business Name of Applicant/Borrower SAMPLE COMPANY LLC

ASSETS	(Omit Cents)	LIABILITIES	(Omit Cents)			
Cash on hand & in Banks	\$3000	Accounts Payable	\$			
Savings Accounts	\$5000	Notes Payable to Banks and Others				
IRA or Other Retirement Account	\$100000	(Describe in Section 2)				
(Describe in Section 5)		Installment Account (Auto)	\$			
Accounts & Notes Receivable	\$	Mo. Payments \$				
(Describe in Section 5)		Installment Account (Other)	\$			
Life Insurance-Cash Surrender Value Only (Complete Section 8)	\$	Mo. Payments \$	*			
Stocks and Bonds	\$	Loan on Life Insurance.	\$			
(Describe in Section 3)	•	Mortgages on Real Estate				
Real Estate	\$ 900000	(Describe in Section 4)				
(Describe in Section 4)		Unpaid Taxes	\$			
Automobiles - Total Present Value	\$ 50000	(Describe in Section 6)				
(Describe in Section 5, and include	·	Other Liabilities	\$			
Year/Make/Model) Other Personal Property	\$	(Describe in Section 7)				
(Describe in Section 5)	Ψ	Total Liabilities	\$			
Other Assets	\$	Net Worth	\$108000			
(Describe in Section 5) Total Assets	\$1058000					
Section 1. Source of Income		Contingent Liabilities				
Salary	\$100000	As Endorser or Co-Maker	\$			
Net Investment Income		Legal Claims & Judgments	\$			
Real Estate Income		Provision for Federal Income Tax	20000			
Other Income (Describe below)*		Other Special Debt				
Description of Other Income in Section 1.		1				

Section 2. Notes Payable to Banks and Others. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)										
Name and Address of Noteholder(s)		Original Balance		Current Balance	Payment Amount	Frequency (monthly,etc		How Secured or Endorsed) Type of Collateral		
BANK OF AMERICA		900000		83900	839000 7999		MTHLY HOME MORTGAG		3	
Section 3. Stocks and Bonds. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed).										
Number of Shares	Name	of Securities		Cost					Date of Total Value	
Section 4. Real Estate Owr		(List each parcel	separate	elv. Use a	attachment if r	ecessary, Each	attachme	nt mu	st be identified	as a part of this
Section 4. Real Estate Owr	iea.	statement and sig				Property B				roperty C
Type of Real Estate (e.g. Pri Residence, Other Residence		PRIMARY								
Property, Land, etc.)	YOUR HOME ADDRESS									
Address		HOUSTON TX 70000								
Date Purchased		12/1/2016								
Original Cost			9000	00						
Present Market Value		BANK OF AMERICA		10000	00					
Name & 111, GESSNER RD Address of Mortgage Holder		,								
Mortgage Account Number		BOA 12345								
Mortgage Balance				8390	00					
Amount of Payment per Mon	ith/			79	99					
Year Status of Mortgage		CURRENT								
Section 5. Other Personal I	Property a	nd Other Assets.				as security, state escribe delinquen		ddres	s of lien holder, a	amount of lien, terms
Section 6. Unpaid Tax	es. (C	escribe in detail, a	s to type	, to whor	n payable, wh	en due, amount	, and to wh	nat pr	operty, if any, a	a tax lien attaches.)
Section 7. Other Liabil	l ities. (D	escribe in detail.)								

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Section 8. Life Insurance Held. (Give face amount and cash surrender value of policies - name of insurance company and beneficiaries)					
I authorize SBA to make inquiries as necessary to verify the accuracy of the statements made and to determine my creditworthiness. <u>CERTIFICATION:</u> (to be completed by each person submitting the information requested on this form)					
CERTIFICATION. (to be completed by each person submitting the information	on requested on this form)				
By signing this form, I certify under penalty of criminal prosecution that all info	rmation on this form and any additional supporting information submitted				
with this form is true and complete to the best of my knowledge. I understand					
application for a loan from SBA.					
Signature	Date				
Print Name	Social Security No				
Signature	Date				
Print Name	Social Security No				
NOTICE TO LOAN APPLICANTS: CRIMINAL PENALTIES AND ADMINIST	RATIVE REMEDIES FOR FALSE STATEMENTS:				
Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be ci times the original principal amount of the loan under 15 U.S.C. 636(b). In addi					
civil or administrative sanctions including, but not limited to: 1) fines and impri					
U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damage	s 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.					
procurement and non-procurement transactions. Statutory fines may increase Improvements Act of 2015.	If amended by the Federal Civil Penalties Inhation Adjustment Act				
	r response. You are not required to respond to this collection of information unless it displays a currently				
	rden estimate or any other aspect of this information collection, please contact: Director, Records ington, D.C. 20416, and SBA Desk Officer, Office of Management and Budget, New Executive Office				
Building, Room 10202, Washington, D.C. 20503.					
	PLEASE DO NOT SEND COMPLETED FORMS TO OMB.				

PLEASE READ, DETACH, AND RETAIN FOR YOUR RECORDS

STATEMENTS REQUIRED BY LAW AND EXECUTIVE ORDER

SBA is required to withhold or limit financial assistance, to impose special conditions on approved loans, to provide special notices to applicants or borrowers and to require special reports and data from borrowers in order to comply with legislation passed by the Congress and Executive Orders issued by the President and by the provisions of various inter-agency agreements. SBA has issued regulations and procedures that implement these laws and executive orders. These are contained in Parts 112, 113, and 117 of Title 13 of the Code of Federal Regulations and in Standard Operating Procedures.

Privacy Act (5 U.S.C. 552a)

Any person can request to see or get copies of any personal information that SBA has in his or her file when that file is retrieved by individual identifiers such as name or social security numbers. Requests for information about another party may be denied unless SBA has the written permission of the individual to release the information to the requestor or unless the information is subject to disclosure under the Freedom of Information Act.

Under the provisions of the Privacy Act, you are not required to provide your social security number. Failure to provide your social security number may not affect any right, benefit or privilege to which you are entitled. Disclosures of name and other personal identifiers are, however, required for a benefit, as SBA requires an individual seeking assistance from SBA to provide it with sufficient information for it to make a character determination. In determining whether an individual is of good character, SBA considers the person's integrity, candor, and disposition toward criminal actions. Additionally, SBA is specifically authorized to verify your criminal history, or lack thereof, pursuant to section 7(a)(1)(B), 15 USC Section 636(a)(1)(B) of the Small Business Act (the Act). Further, for all forms of assistance, SBA is authorized to make all investigations necessary to ensure that a person has not engaged in acts that violate or will violate the Act or the Small Business Investment Act, 15 USC Sections 634(b)(11) and 687(b)(a), respectively. For these purposes, you are asked to voluntarily provide your social security number to assist SBA in making a character determination and to distinguish you from other individuals with the same or similar name or other personal identifier.

The Privacy Act authorizes SBA to make certain "routine uses" of information protected by that Act. One such routine use is the disclosure of information maintained in SBA's investigative files system of records when this information indicates a violation or potential violation of law, whether civil, criminal, or administrative in nature. Specifically, SBA may refer the information 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 is disclosure to other Federal agencies conducting background checks; only to the extent the information is relevant to the requesting agencies' function. See, 74 F.R. 14890 (2009), and as amended from time to time for additional background and other routine uses.

Right to Financial Privacy Act of 1978 (12 U.S.C. 3401) -- This is notice to you as required by the Right to Financial Privacy Act of 1978, of SBA's access rights to financial records held by financial institutions that are or have been doing business with you or your business, including any financial institutions participating in a loan or loan guaranty. The law provides that SBA shall have a right of access to your financial records in connection with its consideration or administration of assistance to you in the form of a Government guaranteed loan. SBA is required to provide a certificate of its compliance with the Act to a financial institution in connection with its first request for access to your financial records, after which no further certification is required for subsequent accesses. The law also provides that SBA's access rights is required during the term of any approved loan guaranty agreement. No further notice to you of SBA's access rights is required during the term of any such agreement. The law also authorizes SBA to transfer to another Government authority any financial records included in a application for a loan, or concerning an approved loan or loan guarantee, as necessary to process, service or foreclose on a loan guaranty or collect on a defaulted loan guaranty.

Freedom of Information Act (5 U.S.C. 552)

This law provides, with some exceptions, that SBA must supply information reflected in agency files and records to a person requesting it. Information about approved loans that will be automatically released includes, among other things, statistics on our loan programs (individual borrowers are not identified in the statistics) and other information such as the names of the borrowers (and their officers, directors, stockholders or partners), the collateral pledged to secure the loan, the amount of the loan, its purpose in general terms and the maturity. Proprietary data on a borrower would not routinely be made available to third parties. All requests under this Act are to be addressed to the nearest SBA office and be identified as a Freedom of Information request.

Executive Order 12549, Debarment and Suspension (2 CFR 2700)

- 1. The prospective borrower certifies, by submission of its loan application, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2. Where the borrower is unable to certify to any of the statements in this certification, such shall attach an explanation to the application.