### SBA 7(a) CARES Act Loan | Paycheck Protection Program*

| Eligibility** | • 500 employees or less  
• Business was operational on 2/15/2020  
• Nonprofits are eligible  
• Sole proprietors, independent contractors & self-employed individuals are eligible |
|---|---|
| Maximum Loan Amount | $10,000,000  
Up to 2.5 times the business’s monthly payroll pre-COVID pandemic |
| Forgivable Amount | Up to the principal balance for loan proceeds used for qualified purposes |
| Interest Rate | 1.00%  
3.75% for For-Profit Companies  
2.75% for Non-Profit Companies |
| Fees | $0  
$0 |
| Maximum Loan Term | 2 years  
30 years |
| Prepayment Penalty | $0  
$0 |
| When is first payment due? | 6th month  
5th month |
| Collateral | None  
Available collateral will be considered |
| Guarantees | No guarantees required  
Owners 20% or more of the company will guarantee |
| What can proceeds be used for? | Payroll support, mortgage interest payments, rent, utilities, insurance, and other interest payments on debt obligations incurred before 2/15/2020  
Economic loss caused by the COVID pandemic |
| Who Processes and Funds | SBA 7(a) Lenders  
Lenders in our area:  
Santa Cruz County Bank  
[www.sccountybank.com/sba_cares_loan.cfm](http://www.sccountybank.com/sba_cares_loan.cfm)  
Federal Government  
Small Business Administration  
[www.sba.gov/disaster](http://www.sba.gov/disaster) |
| Approval Time | 1-3 Days***  
30-45 Days**** |

### Economic Injury Disaster Loan (EIDL)

| Eligibility** | • 500 employees or less  
• Business was operational on 1/31/20  
• Nonprofits are eligible  
• Sole proprietors, independent contractors & self-employed individuals are eligible |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Maximum Loan Amount</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Forgivable Amount</td>
<td>$0</td>
</tr>
</tbody>
</table>
| Interest Rate | $0  
$0 |
| Maximum Loan Term | 2 years  
30 years |
| Prepayment Penalty | $0  
$0 |
| When is first payment due? | 6th month  
5th month |
| Collateral | None  
Available collateral will be considered |
| Guarantees | No guarantees required  
Owners 20% or more of the company will guarantee |
| What can proceeds be used for? | Payroll support, mortgage interest payments, rent, utilities, insurance, and other interest payments on debt obligations incurred before 2/15/2020  
Economic loss caused by the COVID pandemic |
| Who Processes and Funds | SBA 7(a) Lenders  
Lenders in our area:  
Santa Cruz County Bank  
[www.sccountybank.com/sba_cares_loan.cfm](http://www.sccountybank.com/sba_cares_loan.cfm)  
Federal Government  
Small Business Administration  
[www.sba.gov/disaster](http://www.sba.gov/disaster) |
| Approval Time | 1-3 Days***  
30-45 Days**** |

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*As currently proposed 4/6/2020  
** For a detailed eligibility list visit [www.sba.gov/disaster](http://www.sba.gov/disaster)  
*** Time may vary depending on the lender and demand for these loans  
**** EIDL Loan Emergency Advance available for up to $10,000. Funds will be made available following a successful application. This loan advance will not have to be repaid.

THIS CONTENT IS FOR INFORMATIONAL PURPOSES FOR DETAILED INFORMATION ON BOTH PROGRAMS VISIT [WWW.SBA.GOV/DISASTER](http://WWW.SBA.GOV/DISASTER)
In our efforts to proactively assist you and other small business owners, we require the following documents in order to schedule your first consulting session with our business advisor. We understand your needs of quickly accessing these government programs and by preparing the below documentation prior to your appointment will help us better assist you during this process.

Documentation required to schedule your first appointment with our business consultant:

| SBA 7(a) CARES Act Loan (Paycheck Protection Program) | Economic Injury Disaster Loan (EIDL)  
Disaster declared: 1/31/2020 |
|------------------------------------------------------|--------------------------------------------------|
| ☐ Gross revenue  
1/1/19 -12/31/19                                      | ☐ Gross revenue  
1/1/19-12/31/19 & up 1/31/20                         |
| ☐ Overhead expenses over past 12 months               | ☐ Gross wages over past 12 months                 |
| ☐ Total wages paid over past 12 months                | ☐ Gross cogs over past 12 months & up 1/31/20      |
| ☐ Proof of number of employees as of 2/15/20          | ☐ Overhead expenses over past 12 months           |
| ☐ Payroll summary from 1/1/2020 to 2/15/20            | ☐ Number of employees as of 1/1/2020              |

As you move forward in the application process of either program, here are additional documents you must gather:

Some banks will require you to complete a pre-application on their website. After you submit your pre-application, you will receive application form 2483 to then be completed and signed. We will assist you with the pre-application.

Documents required:
- ☐ SBA Form 1919
- ☐ By Laws/Operating Agreement (if applicable)
- ☐ All owners’ driver’s licenses
- ☐ Payroll summary report with corresponding bank statement. *If a Payroll Summary Report is not available, Employee Pay Stubs as of February 15, 2020 (or corresponding period) with corresponding bank statement, and, breakdown of payroll benefits (vacation, allowance for dismissal, group healthcare benefits, retirement benefits, etc.)
- ☐ 1099s (if independent contractors)
- ☐ Certification of all employees live within the US
- ☐ Profit and loss statement
- ☐ Current lease or mortgage statement
- ☐ Record of utility payments (electricity, gas, water, telephone & internet)

☐ SBA form 5  
☐ SBA form 5c  
☐ Personal financial statement (413)  
☐ Schedule of liabilities  
☐ Economic injury disaster loan supporting info (p-019)

This content is intended to inform you about documentation required by El Pájaro CDC in order to proactively assist you, additional information and/or documentation may be required by the lender and/or SBA depending on your case.