



# Small Business Emergency Loan Fund

The Town of South Boston and Destination Downtown South Boston have partnered to form a \$250,000 loan pool to support small business needs during this time of economic uncertainty.

This fund offers businesses loans up to \$5,000 that will be repayable over three years at 0% interest. The first six months payments will be deferred with the loan to be paid off over the next 30 months. While this won't likely make or break many businesses, the mission is to help offset expenses while cash flow is down.

Below you will find information about the loan program guidelines. Loan applications will be accepted on a rolling basis until funds are exhausted. Simple financial statements are required as are some basic qualifications including a statement of impact from COVID-19. Acceptable uses of the financial assistance include operational expenses like rent, payroll, and utilities, as well as purchase of inventory and marketing.

## Emergency Loan Fund Guidelines

### Applicant Qualifications

- Must be an existing for-profit business within the town limits of South Boston, Virginia with up to 30 employees.
- Applicant cannot operate a corporate or chain store.
- Business must satisfactorily complete application and submit necessary attachments.
- Financials must be provided monthly for January, February, March, and April 2020, including cash flow, profit and loss, and balance sheet. Business must have clear economic impact from the COVID-19 public health situation.
- Business must have a 2020 Business License in the Town of South Boston.
- Application does not guarantee approval.

### Loan Specifics

1. Each business will be eligible for up to \$5,000.
2. The loan term is 36 months from date of closing.
3. The interest rate for this loan is 0%.
4. For 6 months after closing date no payments are due.
5. Monthly payments will start on the 7th month and loan must be paid off by the 36th month.
6. Each loan will require an agreement between the business and the Town of South Boston, Virginia.
7. Loans subject to any special conditions in loan agreement, including but not limited to, provision of financials, verification of expenditures, etc.
8. Funds are available on first-come first-served basis.
9. Loans are made to businesses only, not individuals.

### Acceptable Uses

Operating capital including rent, payroll, inventory purchase, marketing, and similar.

### Unacceptable Uses

Personal use, savings or investment, or purchase of non-essential items.

# South Boston Virginia Small Business Emergency Loan Fund Application

Applicant Name \_\_\_\_\_

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Loan Amount Requested (up to \$5,000) \_\_\_\_\_

Please describe how your business has been affected by COVID-19:  Additional Document Attached

Brief description of how the loan will be used:  Additional Document Attached

Please check off and attach the following:

- A copy of your completed and signed W-9. [Download Form W-9 from \(https://www.irs.gov/pub/irs-pdf/fw9.pdf\)](https://www.irs.gov/pub/irs-pdf/fw9.pdf).
- Financials must be provided monthly for January, February, March, and April 2020, including cash flow, profit and loss, and balance sheet.

If awarded this loan, I agree to abide by the program guidelines and provisions of the loan agreement.

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Completed applications may be emailed to [m2wilkerson@southbostonva.us](mailto:m2wilkerson@southbostonva.us) or [info@downtownsobos.com](mailto:info@downtownsobos.com). Mail or drop off applications in dropbox located at 432 Main Street, South Boston, VA 24592.

**Please contact a participating partner with questions or for assistance.**



**Town of South Boston**  
455 Ferry Street  
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**Destination Downtown South Boston**  
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