



# City of Raton Emergency Micro Loan Fund Application

This form must be completed for each business entity requesting emergency assistance from the City of Raton due to the Declared State of Emergency regarding COVID19. To qualify, the existing Raton business must have been in operation as of 2/20/2020, have proof of a valid 2020 Raton Business License, be in good standing with the State of New Mexico and able to show damages due to the COVID19 Crisis. Funds received through this emergency micro loan program are meant to help assist businesses with paying hard costs such as utilities, rent or mortgage assistance. Funds may not be used to expand business operations, start a business, acquire property or to pay off existing long-term debt.

## Owner Information

Name		Date
Residence Address		
City	State	Zip
Personal Phone	Personal Email	

## Business Information

Legal Name of Business		
Business Address		
City	State	Zip
Contact		
Phone	Email	
Tax ID or SS Number		
Date Established	NAICS Code (6 or 8 digit)	
Business Description		
Legal Status of Company		
† Corporation	† Sole Proprietorship	
† Sub S-Corp	† Limited Partnership	
† Professional Corp	† General Partnership	

List of Principals

"Principal" means the following: Every natural person holding a 20 percent or greater ownership interest in the business

Name	Ownership
	%
	%
	%
	%
	%

**Loan Amount Request**

Total Loan Amount Requested:

\$ \_\_\_\_\_

**Staffing**

**Staffing Information: This information is to help us gauge the impact of the COVID-19 Crisis on Raton Workers. The information below will not affect loan amount or eligibility.**

Number of Employees as of 2/1/2020	
Number of Employees as of 4/1/2020	

**Other Information**

Have you or any officer of your company ever defaulted on SBA, CHFA, Federal, or State financing?	† Yes <input type="checkbox"/> No
Are you, any officer of your company, or your business involved in any pending lawsuits?	† Yes <input type="checkbox"/> No

**Nondiscrimination and Affirmative Action**

The federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is the Federal Trade Commission, Equal Credit Opportunity, Washington, D.C. 80580.

**Authorization/Certification**

The City of Raton is working to provide emergency funds to local businesses who have been adversely effected by COVID-19. The City of Raton reserves the right to publicize financing. If provided a loan or other financing through the City of Raton the borrower or sponsor authorizes the use of the business name in the marketing of this program.

I/we certify that at least 51 percent of the outstanding interest in the business is owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence. I/we also guarantee the above and enclosed information to be true and correct. I/we also understand that intentional misrepresentation of facts may be the basis for a denial of credit. I/we authorize you to check my/our personal and company credit information.

As a political subdivision of the State of New Mexico, The City of Raton is subject to the New Mexico Open Records Act which requires The City of Raton to permit inspection and copying of certain public records. Applicants should be aware that documents submitted to The City of Raton pursuant to this loan application may be subject to inspection by the public. If an Applicant believes that certain information included in the loan application is subject to exclusion under NMORA, the Applicant should specifically delineate such information and state the specific exclusion. The City of Raton shall consider such statements in its response to requests for inspection under NMORA. The Applicant, not the City of Raton, shall be the entity responsible for defending against disclosures for any records.

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## Important Information

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The following uses and activities shall not be conducted in or on the Project: Activities which are illegal under federal, state, or local laws; selling, producing, or displaying sexually-oriented material (e.g., adult book stores, adult video stores, adult theaters, etc.); a business or organization that discriminates in its membership or facility usage on the basis of race, color, national origin, religion, gender, age, disability, citizenship status, marital status, sexual orientation, or any other status protected by law; gambling activities (not including sale of state sanctioned lottery tickets); selling or dispensing products illegal under federal, state or local laws; religious services, instruction of overtly sectarian activities; pawn brokering; making “payday” or short term loans by an entity that is not a bank, credit union, savings and loan, or other banking institutions.

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## Borrower Certifications to The City of Raton

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1. Borrower is one of the following entities: corporation, sole-proprietor, partnership, limited liability company, or other entity operating and established in the State of New Mexico. Borrower is not a religious institution or organization.
2. Borrower shall (a) use the Loan proceeds for hard costs associated with doing business such as Utilities, Rent or Mortgage obligations business are unable to meet due to loss of business related to the COVID19 crisis. The business must: (a) be a business entity operating and established in the City of Raton, (b) have been in operation as of 2/20/20, (c) have valid Raton Business License (d) is able to produce a Letter of Good Standing from the State of New Mexico (This only applies to corporations required to pay Corporate Taxes to the State of New Mexico.)

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## Signature

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By signing below I (a) confirm that all of the information on this application is correct including the certifications contained within; (b) acknowledge that I have read and understand the disclaimers and information and (c) confirm that I am authorized to sign and make the certifications in this application.

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Signature

Date

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Title