



CITY OF ONTARIO MICRO LOAN APPLICATION

Business Legal Name	Business TIN (EIN, SSN)
Business Address	Business Phone
Business Owner	Number of Employees
Email	

(As of February 29, 2020)

Questions	Yes	No
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1. Has the Business been affected by Covid 19?
 - A. Was the business prohibited by Executive Order 20-12?
(If yes, go to question 2)
 - B. Did the business have a decline in revenue greater than 50%?
(If yes, please submit proof)
2. Is the business headquartered with principal operations in Oregon?
3. Does the business have a physical location within the City of Ontario?
4. Does the business have a current City of Ontario Business Registration?
5. Did the business receive any CARES Act Funds including, the Paycheck Protection Program (PPP) or Economic Injury Disaster Loan Emergency Advance program (EIDL), or other emergency pandemic federal program?
 - A. If yes, how much was received?

Certifications

_____ I certify the loan will be used for fixed debts, payroll expense, accounts payable and other business bills.

_____ I certify the loan will not be used for refinancing, expansion, growth or infrastructure improvements.

_____ I further certify that the business and its operations are, and will, remain compliant with all local, state and federal laws.

Attachments

- Copy of Driver's License
- Profit & Loss Statements (or tax returns) for previous two years
- Brief description and history of the business, including the year started
- Documentation showing the number of employees as of February 29, 2020
- W9 Form
- Proof of revenue decline (not required if business prohibited by Executive Order 20-12)
- Proof of 60 day expenses January - February 2020 (optional)

_____ Business Owner Signature

_____ Date

Please return application to Kari Ott, 444 SW 4th Street, Ontario, OR 97914 or email kott@opgcpa.com
Call (541)573-6151 with questions.