

VERNON COUNTY'S BUSINESS RELIEF LOAN APPLICATION

Vernon County's Small Business Relief Loan is designed to help small local businesses meet immediate financial needs due to the COVID-19 outbreak in the United States and several executive orders from the Wisconsin Governor's office. These changes resulted in significant revenue losses for businesses in the County which makes paying immediate obligations difficult. The purpose of this fund is to provide businesses small, deferred payment loans at 0% interest to pay for immediate needs such as rent/mortgage payments, utilities, accounts payable obligations, or working capital.

Eligibility: All applicants must be a business located in Vernon County Wisconsin that have been operating long enough to demonstrate financial viability. Applicants must demonstrate to the Vernon County Economic Development Committee that they were directly and adversely affected by the COVID-19 related emergency.

Funding Amount: Loans are up to \$5,000 (minimum of \$2,500).

Terms: Five year loan with a 6 month deferral option on payment at 0% interest.

Distribution: The Vernon County Economic Development Loan Committee will be making final funding determinations based on demonstrated business need.

Application Deadline: Applications will be accepted until 4:00 p.m. Tuesday, May 26, 2020.

Application Submittal: Applications can be submitted online at https://www.vernoncounty.org/departments/economic_development/vernon_county_business_relief_loan.php

or by mail at:

Vernon County
Attn: Christina Dollhausen
318 Fairlane Drive, STE 94
Viroqua WI 54665

Supporting Documentation:

- 2019 Business Taxes (or 2019 Profit and Loss Statement ONLY if taxes are unavailable)
- Articles of Incorporation.

Applications submitted without supporting documentation will be considered incomplete and ineligible.

Please direct all questions related to this application to
Christina Dollhausen at 608-606-6552, email at Christina.Dollhausen@vernoncounty.org
or
Diane McGinnis at 608-637-5379, email at Diane.McGinnis@vernoncounty.org.



APPLICANT INFORMATION

Business Legal Name	
Street Address	
City, Zip Code	
Mailing Address (if different)	
Primary Contact for Application	
Name	
Phone	
Email Address	

Legal Structure: Limited Liability Entity Corporation Sole Proprietorship Partnership
 Other _____

Business Description (include product/industry):

Month/Year Operations Began: _____

Commercial Real Estate Value: \$ _____

Commercial Real Estate Debts: \$ _____

Business Equipment, Inventory, Misc Asset Value: \$ _____

Business Equipment, Inventory, Misc Debts: \$ _____

PROPOSED USE OF FUNDS (Maximum \$5000)

AMOUNT REQUESTED	USE
\$	Rent/Mortgage
\$	Utilities
\$	Inventory
\$	Insurance
\$	Payroll Expenses
\$	Other (Specify):

HOW HAS THE COVID-19 PANDEMIC IMPACTED YOUR BUSINESS

Was your business forced to close due to the COVID-19 Pandemic	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, when did you close:	Date:	
If you have been open, has your hours of operation been impacted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
How much revenue has your business lost:	<input type="checkbox"/> < 10% <input type="checkbox"/> 10% - 24% <input type="checkbox"/> 25% - 50% <input type="checkbox"/> >50%	
Briefly explain how COVID has impacted your daily operations and how have you responded (i.e. curbside pickup, extra cleaning, technology costs, etc..)		
Briefly describe plan for business to resume full operations once executive orders are lifted:		

Employment

Number of employees prior to COVID _____

Have you had to lay off employees? Yes No

If YES, how many? _____

Insurance claims finalized: No Applicable Insurance

Other Funding

Have you received or applied for Paycheck Protection Program (PPP), Economic Injury Disaster Loan (EIDL) or other federal, state or local loans or grants? Yes No

Please briefly describe your experience and amounts received, if any?

CONFLICT OF INTEREST ADDENDUM

Please indicate the nature of any relationship you have with the following people. Having a prior relationship with any of the persons listed does not disqualify you from participation in the program.

No relationship	Family (list relationship)	Business	Name	Position
<i>Vernon County Economic Development Loan Staff</i>				
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Rachel Hanson	County Treasurer
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Ben Quackenbush	Legal Counsel
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Diane McGinnis	Staff
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Christina Dollhausen	Staff
<i>Vernon County Board Members</i>				
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Garrick Olerud	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Gail Muller	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Kyle Semke	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Kay Stanek	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Alycann Taylor	Board Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Tom Weston	EDL Committee Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Nancy Jaekal	EDL Committee Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Karen Dahl	EDL Committee Member
<input type="checkbox"/>	<input type="checkbox"/> _____	<input type="checkbox"/>	Katie Helseth	EDL Committee Member

Signature: _____ Date: _____

All Corporate Officers MUST complete a separate addendum



**Vernon County
Privacy & Disclosure Notice**

We may collect non-public personal information about you from the following sources:

- Information that you provide to us, such as on applications or other forms;
- Information about your transaction with us or others; and
- Information from others, such as credit bureaus, real estate appraisers and employers

We do not disclose any non-public personal information about you to anyone, except as permitted by law.

To maintain security of customer information, we restrict access to your personal and account information to persons who need to know that information to provide you products or services. We maintain physical, electronic and procedural safeguards that comply with federal standards to guard your non-public personal information.

If you decide to close your account(s) or become an inactive customer, we will adhere to the privacy policies and practices as described in this notice.

ACKNOWLEDGMENT OF RECEIPT OF NOTICE

Each of the undersigned hereby acknowledges the receipt of completed copies of the Privacy Notice.

Signature

Date

Signature

Date

***Please Attach the Following Documents:**

- 2019 Business Taxes (or 2019 Profit and Lost statement IF taxes are unavailable)
- Articles of Incorporation