



ROUND 2
COVID-19 Small Business Response Program

Please return application by scanning documents to ashleigh@stephenvilleeda.com.



**ROUND 2
COVID-19 Small Business Response Program**

Background

The Stephenville Economic Development Authority and the City of Stephenville are implementing Round 2 of the COVID 19 Emergency Loan Program to provide assistance to local businesses that are suffering from financial impacts related to the COVID-19 (coronavirus) pandemic, pursuant to the authority of SEDA and the City of Stephenville under Sec. 505.103, Local Gov't Code and the mutual intent to promote local businesses during this time of local disaster. Round 2 of the COVID – 19 Small Business Response Program is designed to include for-profit retail businesses within the city limits of Stephenville, Texas. Only one application per business address will be considered and, if approved, will be eligible for emergency aid up to \$2,500.00. The application period for this loan will remain open until September 30, 2020, OR until funding has been exhausted, OR until it is determined that the program goals have been satisfied.

Eligibility & Consideration

In order to qualify for funding under this program, the business must meet **ALL** the following criteria:

- Experienced significant business interruptions due to the COVID-19 global pandemic. _____ (Initial)
- Participating in the SEDA ReSTART targeted marketing campaign for local businesses. _____ (initial)
- The business must be in the corporate city limits of Stephenville, Texas and must be in compliance with all applicable zoning, land use, and other ordinances. _____(Initial)
- Proof of applicant’s ownership of the business, or proof that the owner of such business has approved the application for loan funds, shall be required. _____(Initial)
- The applicant must be current on all property and sales taxes. _____(Initial)
- Submit a copy of the most recent sales tax payment receipt. _____(Initial & attach)
- There is a limit of one loan per physical address / place of business. _____(Initial)
- Applications must be received by 5:00 p.m. on Tuesdays. _____ (Initial)
- If approved, the City of Stephenville issues checks on Fridays. _____ (Initial)
- The business must remain in operation inside the Stephenville city limits for a minimum term of 90 days after the closure order has lifted to be considered **forgivable**. _____(Initial)
- Failure to meet the above consideration will result in repayment of the full loan amount over a 24-month period with an interest rate of 1.5%. _____ (Initial)
- Ineligible Businesses: Food Service, Professional Service, Medical Service, Bar or Club, and home-based businesses. _____(Initial)



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1. Applicant Information

Contact Name(s): Contact Phone:

Name of Business:

Address: Email Address:

2. Business Information

TIN (9-digit Tax ID Number EIN or last 4 digits of SS#)

Annual Gross Receipts: Under \$250,000 Under \$500,000 Under \$ 1,000,000

Please list expense description, dollar amount and due date for each, and attach invoices and statements.

Three horizontal lines for listing expenses.

Total amount requested (up to \$2500.00)

Please indicate if you have applied for additional relief in the following categories:

Bank Y/N \$ SBA PPP Y/N \$ SBA EIDL Y/N \$

Grants Y/N \$ Other Y/N \$

Targeted Marketing License # (See SEDA's attachment for LSMX marketing)

Number of Years in Business:

Number of Full-Time Employees:

Number of Part-Time or Seasonal Employees:

3. Commitment

I agree to adhere to the COVID-19 Emergency Loan Program guidelines established by the Stephenville Economic Development Authority and the City of Stephenville.

Signature of Applicant

Date

Please return this application to the SEDA office. Submissions by email are preferred covidrelief@stephenvilleeda.com, however, hard copies will be accepted. Please note that our lobby is currently closed to the public, but you may set up an appointment if necessary. Call 254-459-4921 for more information.

Stephenville
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