

Please send your completed form to:
Mailing address: 123 Mission Street, 28th Floor, San Francisco, CA 94105
Email: phiggins@californiafisheriesfund.org
Fax: (415) 293-6051



Application Form

Thank you for your interest in a CFF loan. Please complete as much of the form as you can. We will contact you within 5 days of receiving your application to discuss your loan with you. Because we tailor our loans to the needs of your business, please be aware that you may be required to provide additional information or documentation.

In order for your application to be considered, you must attach all the requested documents. A summary of required attachments is provided below. You may submit this form by mail, email or fax. The form can be completed on the computer or by hand. If you have any questions about the application process, this form or wish to discuss your project, please do not hesitate to contact Phoebe Higgins at 415 293 6120 or phiggins@californiafisheriesfund.org

Required Attachments

1. *Proof of your business status. Please indicate which of the following you have attached.*

- | | | |
|--|---|---|
| <input type="checkbox"/> Articles of incorporation | <input type="checkbox"/> Partnership Agreement | <input type="checkbox"/> Operations Agreement |
| <input type="checkbox"/> Business License | <input type="checkbox"/> Fictitious Business Name Statement | |

2. *Business Financial Status: Please attach the following documents.*

- Past three years of annual financial statements.
- Past three months of bank statements.
- Past three years of business income tax returns (e.g. Schedule C or 1120 or 1120S).
- Most recent: Accounts Receivable and Accounts Payable Reports (if applicable).
- Résumé of each member of the Management Team for businesses with >5 employees.
- A two-year income and expense projection for your business.
- A copy of an insurance policy for your business that covers any assets you have listed as collateral.

3. *If you want to use a fishing vessel as collateral, please attach:*

- A copy of a marine survey that was completed within the last six months

4. *If you want to use real estate as collateral, please attach:*

- Tax Assessment ID number
- Legal description
- Most recent appraisal of the property

4. *Personal Financial Status: Please attach the following documents:*

- Personal Financial Statement for each business owner (or married couple) that holds an ownership position in the company
- Past three years of personal income tax returns (for each person who completes a Personal Financial Statement)
- Signed approval for CFF to obtain each person's credit report. Please see attached form

Date: _____

Section 1: General information

1. Organization details

Name of organization/business/fishing vessel _____
What year was your organization established? _____
Who started your organization? _____

Please attach proof of your business status. Please indicate which of the following you have attached.

Articles of incorporation Partnership Agreement Operations Agreement
 Business License Fictitious Business Name Statement

2. Organization Ownership

Please list the names of each person that holds an ownership position in the company. Please state the percentage ownership that they hold and their relationship to the applicant. If you need more room, please submit an additional page with this document.

Name of Owner / Partner _____	% Ownership held _____
Name of Owner / Partner _____	% Ownership held _____
Name of Owner / Partner _____	% Ownership held _____

3. What type of activities does your organization engage in?

4. Please include a 2-3 sentence description of the background / experience of each member of your management team. If you need more room, please submit an additional page with this document.

Name _____
Experience _____

Name _____
Experience _____

Name _____
Experience _____

5. How many people does your business currently employ? Full time is 35 hours / week and part time < 35 hours / week. Please state the average wage level / hour.*

Full time _____ \$ / hour _____ Benefits Yes No
 # Part time _____ \$ / hour _____ Hours/week _____ Benefits Yes No

*Note: fishing businesses that pay on % of catch: Please complete this section using your best estimates.

Section 2: Use of CFF loan

6. What is the total cost of your project? \$ _____

7. What is the total loan amount requested from CFF \$ _____

8. What will the loan be used for?

<input type="checkbox"/> Purchase / lease fishing permits	\$ _____	<input type="checkbox"/> Purchase fishing vessel	\$ _____
<input type="checkbox"/> Purchase / lease fishing quota	\$ _____	<input type="checkbox"/> Purchase machinery and equipment	\$ _____
<input type="checkbox"/> Purchase real estate	\$ _____	<input type="checkbox"/> Purchase fishing gear	\$ _____
<input type="checkbox"/> Working capital	\$ _____	<input type="checkbox"/> Marketing	\$ _____
<input type="checkbox"/> Full time staff	\$ _____	<input type="checkbox"/> Part time staff	\$ _____*
<input type="checkbox"/> Other. Please explain below.	\$ _____		

*Note: fishing businesses that pay on % of catch: Please complete this section using your best estimates.

9. Please list other sources of funding you plan to use:

Borrower contribution or investment \$ _____
 Bank (Name: _____) \$ _____
 Other. Please describe below. \$ _____

Section 3: Financial Information

10. *Business Financial Status: Please attach the following documents.*

- Past three years of annual financial statements.
- Past three months of bank statements.
- Past three years of business income tax returns (e.g. Schedule C or 1120 or 1120S).
- Most recent: Accounts Receivable and Accounts Payable Reports (if applicable).
- Résumé of each member of the Management Team for businesses with >5 employees.
- A two-year income and expense projection for your business.
- A copy of an insurance policy for your business that covers any assets you have listed as collateral.

11. *What assets do you want to use as collateral against the loan?*

Item _____	Market value \$ _____
Item _____	Market value \$ _____
Item _____	Market value \$ _____
Item _____	Market value \$ _____

If you want to use a fishing vessel as collateral, please attach:

- A copy of a marine survey that was completed within the last six months

If you want to use real estate as collateral, please attach:

- Tax Assessment ID number
- Legal description
- Most recent appraisal of the property

12. *Personal Financial Status: Please attach the following documents:*

- Personal Financial Statement for each business owner (or married couple) that holds an ownership position in the company
- Past three years of personal income tax returns (for each person who completes a Personal Financial Statement)
- Signed approval for CFF to obtain each person's credit report. Please see attached form

Section 4: Feedback

13. *Do you have other comments or feedback about this process?*

Section 5: Fishing businesses only

14. For each fishery you participate in please complete the following information below. Please use your best estimate if you do not have exact figures:

- Total lbs of seafood landed in the most recent season/year
- Total gallons of fuel used
- Gross revenue (money generated before expense reductions) from seafood sales
- Fishing gear you used in this fishery

Fishing year _____

Groundfish trawl (not whiting)	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Groundfish limited access	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Groundfish open access	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Whiting trawl (not other groundfish)	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Shrimp trawl	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Crabbing	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Halibut (Pacific or CA)	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Salmon	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Tuna	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Squid	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
Sardines	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____
All Alaska & other fisheries	Lb fish _____ Gal fuel _____	Gear used _____ Gross Revenue \$ _____

Thank you for your application. Our Loan Officer will contact you within 5 days to discuss your project.

California Fisheries Fund Privacy Policy

As a client or borrower of California Fisheries Fund your personal and company information is held in strict confidence. California Fisheries Fund limits access to borrower and client records to its own employees who manage the credits or accounts, those performing regulatory/oversight functions, and subcontractors who have signed confidentiality agreements. We will not publicly disclose information without your permission.

California Fisheries Fund is sensitive about the confidentiality of clients' information and uses a firewall and network security policies to make sure there is no unauthorized access to electronic files. Working papers and other sensitive documents that are not kept in secure files are shredded.

Please contact Phoebe Higgins, California Fisheries Fund Loan Officer, at 415-293-6120, if you ever have concerns about privacy issues.

Equal Opportunity

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against applicants on the basis of sex, race, color, religion, national origin, age, handicap or marital status, whether all or part of the applicant's income is derived from a public assistance program or if the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency which administers compliance with this law is the Federal Trade Commission, 1100 Wilshire Blvd., Los Angeles, CA 90024, (213) 209 7575.

Credit Check Authorization

Applicant Name _____
Applicant Social Security Number _____
Applicant Date of Birth _____
Applicant Address _____

Co-Applicant Name _____
Co-Applicant Social Security Number _____
Co-Applicant Date of Birth _____
Co-Applicant Address _____

Applicant authorizes California Fisheries Fund to make inquiries as necessary to verify the accuracy of the statements made and to determine applicant creditworthiness (i.e. pull a credit report). The statements made herein are made for the purpose of either obtaining a loan or guaranteeing a loan. I understand false statements may result in forfeiture of benefits and possible prosecution by the U.S. Attorney General (Reference 18 U.S.C. 1001).

Applicant:

Print Name

Signature Date

Co-Applicant:

Print Name

Signature Date

Management Résumé

(Additional forms available upon request)

Please fill in all spaces, and include full first, middle, maiden, and last names. No initials. If an item is not applicable, please indicate so. You may include additional relevant information on a separate exhibit. Sign and date where indicated.

Name _____
First Middle Maiden Last

Social Security Number _____

Date of Birth _____ Place of Birth _____

Residence Phone _____ Business Phone _____

Residence Address _____
Street City State Zip

Previous Address _____
Street City State Zip

Lived at previous address from _____ to _____

Education

High School and College or technical training

Name of School	Location	Dates Attended (from / to)	Major / Field of Study	Degree or Certificate Awarded

Military Service Background

Branch _____ From _____ to _____ Honorable Discharge? _____

Rank at discharge _____ Major assignment or accomplishment _____

Work Experience

List chronologically, beginning with present employment

Company Name _____ Location _____
From _____ to _____ Title _____
Duties _____

Company Name _____ Location _____
From _____ to _____ Title _____
Duties _____

Company Name _____ Location _____
From _____ to _____ Title _____
Duties _____

Company Name _____ Location _____
From _____ to _____ Title _____
Duties _____

Personal Financial Statement

As of _____, 20__

Please complete this form for

- Each proprietor
- Each limited partner who owns 20% or more interest and each general partner
- Each stockholder owning 20% or more of voting stock and each corporate officer and director
- Any other person or entity that is providing a guarantee on the loan

Please note this form is for personal finances only. Do not include items that are owned by your business.

Name (First_Last) _____
 Residential address _____
 City, State, Zip Code _____
 Business Name of Applicant / Borrower _____

ASSETS	(omit cents)
Cash (include savings)	\$ _____
Real Estate: primary residence <u>present value</u>	\$ _____
Other Real Estate (e.g. rental / 2 nd home) <u>present value</u>	\$ _____
IRA or other Retirement Account	\$ _____
Life Insurance <u>cash surrender value</u>	\$ _____
Automobile <u>present value</u>	\$ _____
*Fishing Vessel (describe in section 2)	\$ _____
*Fishing Permits (describe in section 2)	\$ _____
Stock or Bonds (describe in section 4)	\$ _____
Accounts Receivable – personal only	\$ _____
Other Personal Property	\$ _____
Other Assets	\$ _____
Total Assets	\$ _____

*Do not list if asset of corporation / partnership

LIABILITIES	(omit cents)	
Mortgage: primary residence	\$ _____	Monthly payment \$ _____
Mortgage: home equity loan	\$ _____	Monthly payment \$ _____
Mortgage: other (e.g. rental / 2 nd home)	\$ _____	Monthly payment \$ _____
Auto Loan	\$ _____	Monthly payment \$ _____
*Other Loan (describe below)	\$ _____	Monthly payment \$ _____
Credit Cards (current balance outstanding)	\$ _____	Monthly payment \$ _____
Accounts Payable (personal only)	\$ _____	Monthly payment \$ _____
Loan on Life Insurance	\$ _____	Monthly payment \$ _____
Unpaid Taxes	\$ _____	Monthly payment \$ _____
Other Liabilities	\$ _____	Monthly payment \$ _____
Total Liabilities	\$ _____	

Net Worth (Total Assets – Total Liabilities) \$ _____

*Describe other loan

Personal Income and Expenses

INCOME

Salary \$ _____
 Owner Distributions from Business \$ _____
 Real Estate Income (from rental property) \$ _____
 Income \$ _____
 Other Income \$ _____
Total \$ _____

Describe _____

EXPENSES

Annual Payments on Mortgages \$ _____
 Rent \$ _____
 Annual Payments on Loans \$ _____
 Annual Credit Card Interest \$ _____
 Groceries \$ _____
 Utilities \$ _____
 Family Support (alimony /child support) \$ _____
 Property Taxes \$ _____
 Income Taxes \$ _____
 Miscellaneous \$ _____
Total \$ _____

Net Income (Total Income – Total Expenses) \$ _____

Section 1. Real estate owned

(Attach signed attachments as necessary)

	Property A	Property B	Property C
Type of Property			
Name of Title Holder			
Date Purchased			
Original Cost			
Present Market Value			
Name of Mortgage Holder			
Mortgage Balance			
Monthly Payment			

Section 2. Other Personal Property
(Attach signed attachments as necessary)

	Property A	Property B	Property C
Type of Property (e.g. Fishing Vessel / Groundfish Permit / IFQ)			
Name(s) of Owner(s)			
Date Purchased			
Original Cost			
Present Market Value			
Is there a Mortgage or Lien on this Property?			
If Mortgage or Lien, what is the amount?			

Section 3. Notes Payable to Bank and Others
(Attach signed attachments as necessary)

	Note 1	Note 2	Note 3
Name & Address of Noteholder(s)			
Original Balance			
Current Balance			
Monthly Payment			
Type of Collateral / Security Pledged			

Section 4. Stocks & Bonds
(Attach signed attachments as necessary)

	Note 1	Note 2	Note 3
Number of Shares			
Name of Securities			
Cost			
Market Value			

Section 5. Unpaid Taxes

(Describe in detail the type, to whom payable, when due, amount and to what property any tax lien attaches.)

Section 6. Other Liabilities

(Describe in detail.)

Section 7. Life Insurance Held

Face Amount \$ _____
Cash Surrender Value of Policies \$ _____
Name of Insurance Company _____
Beneficiaries _____

Section 8. Agreement

I authorize CFF to make inquiries as necessary of the statements made and to determine my creditworthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of either obtaining a loan or guaranteeing a loan. I understand that false statements may result in forfeiture of benefits and possible prosecution by the US Attorney General (Reference 18 U.S.C. 1001).

Signature _____ Date _____
Date of Birth _____ SSN _____

Signature _____ Date _____
Date of Birth _____ SSN _____