



Childcare Business Assistance Forgivable Loan Program

12-month term • 0% interest • Payments Deferred • Forgivable

Application

Business / Organization Information

Legal Name: _____

Operating Name (if different) _____

Physical Street Address: _____

Primary Contact Information

Name: _____

Phone: _____ Email: _____

Federal EIN: _____ State Tax ID # : _____

Business Information

Current number of childcare slots _____

Additional slots to be created _____

Project Information

Please provide a brief summary of your project

Have you received and/or submitted applications for other forgivable loans and grants for this project?

YES _____ NO _____

Project Budget

Item

Cost

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL PROJECT COST

(please make additional copies of this page as needed)

Application Checklist

To be complete, your application packet must include:

- Completed application form
- Copy of your current child care license, if applicable. Also include any documentation from your licenser if the items in your forgivable loan application are needed to meet licensing requirements.
- Building permit (*if applicable*). If your project requires a building permit please attach a copy.
- Estimate or bid (*if applicable*). This is required for the installation of fences, windows, or construction, as required by licensing, or equipment assembly projects. This bid must be from a licensed and bonded contractor.
- W-9 Form.

Incomplete applications will not be accepted.

The City of Hutchinson reserves the right to deny any application.

Certification

By signing below, I/we certify that:

1. I have read the Hutchinson Childcare Business Assistance Forgivable Loan Program rules and agree to abide by all program terms and conditions.
2. The information provided in this application and any supporting materials is true and accurate to the best of my knowledge and belief.
3. The City of Hutchinson, the Hutchinson Economic Development Authority, the Hutchinson Area Chamber of Commerce and their respective Staff have the right to verify any information contained in this application.
4. It is understood by the applicant that all or part of the data submitted as part of the application, or data that may be required in the future, may become public data and the applicant hereby releases the City, EDA and/or Chamber of Commerce from any and all claims or liabilities should that data be made public.

Signature: _____

Printed Name: _____ Date: _____