

Submit application with original signatures, \$300 application fee and supporting documents.					Application # _____					
I. APPLICANT INFORMATION										
Business Name					d.b.a. (if used)					
Mailing Address (Street or P.O. Box)			City		State		County		Zip Code	
Street Address (Headquarters Physical Address if different than Mailing Address)			City		State		County		Zip Code	
Project Street Address (if different from above addresses)			City		State		County		Zip Code	
Contact Name			Title		Phone			Fax		
E-Mail:					Website:					
<input type="checkbox"/> Corporation		<input type="checkbox"/> General Partnership			<input type="checkbox"/> Limited Partnership			<input type="checkbox"/> Sole Proprietorship		
<input type="checkbox"/> Limited Liability Company		<input type="checkbox"/> Limited Liability Partnership								
How did you learn about the program?			<input type="checkbox"/> CalRecycle Staff		<input type="checkbox"/> Local RMDZ Administrator			<input type="checkbox"/> Bank Referral		
<input type="checkbox"/> Other (specify) _____										
Federal Tax I.D. No.		State Tax I.D. No.			Date Business Established			Date Operations Began		
Business Owner Name(s)				Title				Percent Ownership (must total 100%)		
Accountant Name		Street Address		City, State, Zip Code			Contact		Phone	
Bank Name		Street Address		City, State, Zip Code			Contact		Phone	

II. LOAN INFORMATION

Requested Loan Amount	Requested Loan Term	
Use of Funds: <input type="checkbox"/> Equipment and Machinery <input type="checkbox"/> Loan Closing Fee <input type="checkbox"/> Working Capital <input type="checkbox"/> Real Estate Improvements <input type="checkbox"/> Refinance of Onerous Debt		
Equipment Supplier: <input type="checkbox"/> Vendors <input type="checkbox"/> To be built and manufactured by loan applicant		
Site Information: <input type="checkbox"/> Own <input type="checkbox"/> Lease <i>(Submit executed lease, purchase agreement, or recorded deed.)</i>		
<u>Collateral Offered for Loan</u>	<u>Estimated Value</u>	<u>Description</u>
Real Property (address, acreage, zoning)		
Machinery & Equipment		
Other Business Assets (Specify)		
Other Personal Assets (Specify)		

III. PROJECT INFORMATION

	<u>Current</u>	<u>Additional</u> (as a result of this project)	<u>Total</u>
Waste Material Diversion (tons per year)			
Passenger Tire Equivalent (if applicable)			
Number of Employees			

IV. BUSINESS CREDIT AND LEGAL INFORMATION

Attach written explanation if "yes" to any question below.

Has applicant business ever declared bankruptcy? YES NO

If Yes: Chapter Filed: _____ Date Filed: _____ Case Number: _____

Present Status: Case Dismissed Debts Discharged Payment Plan Pending

Has applicant business experienced foreclosure, repossession, debt judgment or criminal penalty within last seven years? YES NO

Are there any legal actions (claims, lawsuits, etc.) pending against applicant business? YES NO

Is applicant business an endorser, guarantor or co-maker for obligations not listed on its financial statements? YES NO

If yes, enter total contingent liability: \$ _____

PRIVACY NOTICE

The Department of Resources Recycling and Recovery (CalRecycle) will use information in this loan application to determine eligibility and creditworthiness of the loan applicant, and applicant ability to secure and repay the loan. Public rating agencies, prospective investors or purchasers, or their agents will review this information in the event of sale or securitization of the loan. Such review will be subject to a confidentiality agreement.

CalRecycle may transfer portions of the information in this loan application to the CalRecycle's Loan Committee and to state agencies assisting CalRecycle with administration and maintenance of this program, including but not limited to the Office of the State Controller, Department of General Services, Department of Real Estate, Department of Finance and California Department of Justice. CalRecycle may enter designated items from this application into a CalRecycle database accessible to the public.

This notice is required by Section 1798.17 of the Information Practices Act of 1977 (California Civil Code Sections 1798-1798.78) whenever an agency requests personal information from an individual.

The information requested in this application is mandatory for all loan applicants and authorized by Public Resources Code Section 42010 and CalRecycle regulations in Title 14 of the California Code of Regulations (CCR), Sections 17930-17936. Failure to provide the information may result in an applicant not receiving a CalRecycle loan.

Applicants have the right to review their loan application files. The official responsible for maintenance of loan application files is: Loan Administrator, RMDZ Loan Program, Department of Resources Recycling and Recovery, 1001 I Street, Mail Stop # 9, P.O. Box 4025, Sacramento, CA, 95812-4025.

APPLICATION AGREEMENT, CERTIFICATION AND SIGNATURES

I/We certify that all information in this application and all information provided in support of this application are true and complete to the best of my/our knowledge and belief. I/We authorize the Department of Resources Recycling and Recovery to obtain business credit reports and conduct any other inquiries deemed necessary to determine creditworthiness of the applicant business. Each person signing below certifies that he/she signed on behalf of the applicant business in the capacity indicated next to the signer's name and is authorized to execute this application on behalf of the applicant business.

I/We certify that the applicant business is in compliance with all local, State and Federal laws, regulations, requirements and rules, including the California Environmental Quality Act, Public Resources Code Section 2100 *et seq.*

I/We understand that information contained in Sections I, II, and III of this application, except accountant name and address and bank name and address, will become public information during the administration of this program, and that any loan agreement that I/We may sign, and its attachments, will be public information. CalRecycle considers all other information provided in this application to be trade secret, confidential or proprietary information as described in 14 CCR 17041-17056 and treats it accordingly.

V. LOAN APPLICATION SIGNATURES			
Authorized Signature (use blue ink)	Print Name	Position/Title	Date
Authorized Signature (use blue ink)	Print Name	Position/Title	Date
Authorized Signature (use blue ink)	Print Name	Position/Title	Date
Authorized Signature (use blue ink)	Print Name	Position/Title	Date

EXHIBIT A – PROJECT & BUSINESS NARRATIVE

Your Exhibit A - Project & Business Narrative should provide CalRecycle with information about your loan request and proposed project that is not included in your Business Plan.

1. Loan Request Summary
 - Amount requested
 - Loan purpose
 - How was requested loan amount determined?
 - What will loan funds pay for?
 - Advantages and disadvantages of producing the product in California

2. Project Costs and Financing
 - How was total project cost determined? What is it based on?
 - What other financing sources did you research?
 - Did you approach one or more banks to finance this project? If yes, what was the result?
 - If CalRecycle decides the project is ineligible, or does not approve, a tire equipment loan, what are your alternatives to fund this project?
 - Have you prepared a cash flow breakeven analysis for this project to determine:
 - Fixed and variable costs
 - Quantities of source materials needed and end products to be produced to generate a profit
 - How many months will elapse before your business realizes a profit from this project?

3. A) Current Waste Material Diversion
 - What is currently happening with the waste materials?
 - What are the names of the local landfills that accept these materials?
 - How are the materials being collected?
 - Who is generating the waste materials?
 - How are the materials being delivered to the landfills?
 - What are the local recycling efforts on these types of materials?
 - Will the proposed project accept and process materials from the public? If not, why?

Or

 - B) Current California Scrap Tire Diversion
 - What is the current final destination of the scrap tires you propose to divert?
 - What are the names of the disposal facilities that accept these scrap tires?
 - How are these scrap tires currently collected?
 - Who is generating these scrap tires?
 - How are these scrap tires delivered to disposal facilities?
 - What local recycling programs currently target these scrap tires?
 - Will the proposed project accept and process scrap tires from the public? If no, explain why not.

4. Source Materials and Suppliers
 - What types of scrap tires will be recycled for this project?
 - Who will supply these scrap tires to your business? List names of suppliers.
 - What annual quantity of scrap tires does your business need for the project?
 - Is there a specific time or season of the year when these scrap tires are available?
 - Attach Letters of Intent from suppliers to support availability of scrap tires for this project. Costs should reconcile with financial projections.

5. Manufacturing Process
 - Describe flow of materials through your facility.

- In what form will your business receive the scrap tires?
 - What will each piece of equipment do with the scrap tires?
 - Describe each end product. What is the intended or expected purpose of each?
 - What annual quantity of these products will your business produce?
 - Is there a specific time or season of the year when buyers purchase these products?
 - If there is a non-production period, what other sources of income will your business have?
 - Attach a diagram of your facility showing where each piece of equipment will be located.
 - Attach brochures and specifications for each piece of equipment.
 - Thoroughly explain the manufacturing process.
6. End Product and Buyers
- Describe each end product. How much of each type will your business annually produce?
 - What is the intended or expected purpose of each end product type?
 - Describe businesses that will purchase the end products and what they will do with them.
 - Is the end product a final product ready for use or application, or does it require further processing?
 - Attach Letters of Intent from buyers to support markets for the end products. Anticipated sales figures should reconcile with your financial projections.
 - What are the sales and cost prices of the end products?
 - What other products are needed to make the end products usable? What is the market status of these other products?
 - If you have a feasibility study of the markets for the end products, attach a copy. If not, explain why not.
7. Competition
- Describe competitors making the same, similar, or complimentary products.
 - What are the advantages or uniqueness of your end products over the competition?
 - If there is no competition, how did you determine there is a need or market for these end products?
 - What market research did you conduct for the end products?
 - How does the sales price of the products compare to the competition?
 - How optimum is your business location compared to national competitors and markets?
 - How optimum is your business location compared to international competitors and markets?
8. Chronological Business History
- Provide date business established and date operations began, if applicable.
 - Why and how did you establish your business?
 - Describe major accomplishments of your business.
 - Describe major failures and mitigating efforts.
 - Describe substantial internal changes in your business structure, operations and products.
 - Describe substantial external changes in your industry since your business was established.
8. Management Team and Experience
- Describe owner experience in starting up and operating manufacturing facilities.
 - Describe key management and employees experience in the same type of manufacturing facility.
 - What is the role of each owner, manager and key employee?
 - Describe each manager and employee with a successful history of installing and operating the same type of equipment that you want to purchase for this project.
 - Will your business contract out labor or services for this project?
 - Will your business hire consultants for this project. If yes, for how long and at what cost?
9. Management Succession Plan
- List your key business owners, managers and employees needed to operate the business and equipment.
 - Describe who will take over if a key person is not available.
 - Are key owners willing and able to provide an assignment of life insurance?
10. Facility

- What is the size of your business facility?
- What new infrastructure/improvements will your business facility need to install and operate the tire equipment that you will purchase with this loan?
- What are the advantages of your facility location?
- What is the distance from your facility to the nearest competitor? Will this project affect their markets?
- How was your facility location determined?
- How was your facility size determined?
- What is the distance from your facility to your scrap tire sources?
- What is the distance from your facility to end product buyers?

11. Local Community

- What are the employment benefits of this project to the local community?
- What are the waste diversion benefits of this project to the local community?

12. Small Business and Economic Development Centers

- Has your business recently used the services of a Small Business Development Center? If yes, explain services obtained. If no, explain why not.
- Has your business recently used the services of an Economic Development Center? If yes, explain services obtained. If no, explain why not.

13. Work Plan

- Describe tasks needed to implement the project.
- Indicate who you will assign to each task.
- Provide a timeline of events and projected due dates leading to full project operation and profit.

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Each person owning 20% or more of the business, and each person providing a loan guaranty, must complete an Exhibit F – Personal Financial Statement. A personal financial statement on a similar form may substitute for Exhibit F if accompanied by Tire Equipment Loan Application-Exhibit E–Present Debt Obligations, CalRecycle 726.

EXHIBIT F - PERSONAL FINANCIAL STATEMENT

As of _____, 20____

Name	Business Phone
E-mail Address:	
Residence Address	Residence Phone
City, State, Zip Code	
Business Name of Applicant/Borrower	

ASSETS	(Omit Cents)	LIABILITIES	(Omit Cents)
Cash on Hand & in Banks	\$ _____	Accounts Payable	\$ _____
Savings Account in Banks	\$ _____	Notes Payable to Banks and Others	\$ _____
IRA or Other Retirement Account	\$ _____	Installment Account (Auto).	\$ _____
Accounts & Notes Receivable	\$ _____	Loans on Life Insurance	\$ _____
Life Ins. Cash Surrender Value Only (Complete Section 7)	\$ _____	Mortgages on Real Estate	\$ _____
Stocks and Bonds (Describe in Section 2)	\$ _____	Unpaid Taxes (Describe in Section 5)	\$ _____
Real Estate (Describe in Section 3)	\$ _____	Other Liabilities (Describe in Section 6)	\$ _____
Automobile-Present Value	\$ _____	Other Liabilities	\$ _____
Other Personal Property (Describe in Section 4)	\$ _____	Total Liabilities	\$ _____
Other Assets (Describe in Section 4)	\$ _____	Net Worth	\$ _____
Total Assets	\$ _____		

<p>Part I. Source of Income</p> <p>Salary..... \$ _____ Net Investment Income..... \$ _____ Real Estate Income \$ _____ Other Income (Describe)* \$ _____ <i>*Alimony and/or child support income is optional.</i></p>	<p>Contingent Liabilities</p> <p>As Endorser or Co-Maker..... \$ _____ Legal Claims and Judgments..... \$ _____ Provision for Federal Income Tax \$ _____ Other Special Debt..... \$ _____</p>
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Do you have a Trust? YES NO **If YES, Name of Trust** _____
Are any of the above assets held in the Trust? YES NO **If YES, indicate which are held in the Trust.**

Part II. Stocks and Bonds. *Use attachments if necessary. Identify and sign each attachment.*

Number of Shares	Name of Securities	Cost	Market Value Quotation/Exchange	Date of Quotation/Exchange	Total Value
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Part III. Real Estate Owned. *List each parcel separately. Use attachments if necessary. Identify and sign each attachment.*

	Property A	Property B	Property C
Property Type			
Physical Address			
Title Holder Name			
Title Holder Address			
Date Purchased			
Original Cost			
Present Market Value			
Mortgage Holder Name			
Mortgage Holder Address			
Current Outstanding Balance			

Part IV. Other Personal Property/Assets. *List each property/asset. For each property/asset pledged as security, include: name and address of lien holder, amount of lien, terms of payment, and if delinquent, describe delinquency.*

Part V. Unpaid Taxes. *Describe nature of tax, to whom payable, when due, amount due. For an unpaid property tax, identify property and attach copy of tax lien, if any.*

Part VI. Other Liabilities. *Describe in detail.*

Part VII. Life Insurance Held. *For each policy, list name of insurance company, face amount, cash surrender value, and beneficiaries.*

If answer to any question below is yes, attach a written explanation.

Have you ever declared personal bankruptcy? Yes No

If yes: Chapter Filed _____ Date Filed: _____ Case Number: _____
 Present Status: Case Dismissed Payment Plan Debts Discharged Pending

Have you experienced foreclosure, repossession, debt judgment or criminal penalty within the last seven years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are there any legal actions (claims, lawsuits, etc.) pending against you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

I authorize the California Department of Resources Recycling and Recovery (CalRecycle) to verify the accuracy of the information above and in the attachments, and to determine my creditworthiness. I certify the information above and in the attachments is true and accurate as of the stated date(s), and that all statements are made for the purpose of obtaining or guaranteeing a CalRecycle loan.

Signature	Date	Social Security Number
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EXHIBIT G – Credit Check Authorization

For each loan applicant and guarantor, complete a separate Recycling Market Development Zone Loan Application -Exhibit G- Credit Check Authorization, CalRecycle 722.

CREDIT CHECK AUTHORIZATION

Applicant/Guarantor: _____

Department of Resources Recycling and Recovery
Recycling Market Development Zone Loan Program
1001 I Street, Mail Stop 9
P.O. Box 4025
Sacramento, CA 95812-4025

RE: Credit Check Authorization

To Whom It May Concern:

This letter authorizes the California Department of Resources Recycling and Recovery (CalRecycle) to initiate a credit check on my personal credit history in conjunction with a tire equipment loan application for

(Business Applicant)

I authorize CalRecycle to check my credit references and verify information with tax entities including, but not limited to: California Franchise Tax Board, California State Board of Equalization, and the U.S. Internal Revenue Service.

A photocopy of this authorization may be deemed equivalent to the original.

Applicant Signature	Date	Printed Name
Street Address		Social Security Number
City, State, Zip Code		Date of Birth

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EXHIBIT H – ENVIRONMENTAL QUESTIONNAIRE

This questionnaire explores possible risks from hazardous waste or materials related to a tire equipment loan project. It does not replace a professional hazardous waste assessment. A Phase I Environmental Site Assessment may be required on any commercial, industrial, or agricultural property offered as security for a Recycling Market Development Zone loan. A Phase II Environmental Site Assessment report and mitigation plan is required on projects with potential hazardous contamination findings.

Applicant _____

Project Site Address _____
Street City State Zip Code

1. Describe past and present nonresidential uses of the project site and adjacent sites. Identify current owner, property use and tenants.
2. Is the project site, or any adjacent properties, on federal, state, or local lists of hazardous waste sites, such as a Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) or Superfund site?
3. Is the project site, or any portion of it, the subject of environmental litigation or regulatory enforcement action? Has it ever been the subject of such litigation or enforcement action?
4. Are there any easements on the property, e.g., roadway or pipeline, with potential environmental implications that could cause hazardous releases or spills? What is the current zoning of the project site?
5. Describe physical signs of toxic and/or hazardous contamination on or around the project site, including stained soil or concrete, vegetation damage, foul or unusual odors, oily sheen or discoloration of surface water, or evidence of excavation, filling or other earth moving activity.
6. Describe all actual or potential asbestos-containing materials present at the project site or in the equipment, including sprayed-on fireproofing or acoustical ceilings, pipe wire, friable ceiling tiles, and acoustic plaster.
7. Is there evidence of urea formaldehyde insulation at the project site?
8. Are there now, or have there ever been, any underground storage tanks on the project site?
9. Is there now, or has there been, storage of hazardous waste, such as pesticides, solvents, petroleum hydrocarbons, gasoline, fuel oil or explosives at the project site?
10. Are there electrical transformers or capacitors at the project site which may contain polychlorinated biphenyls (PCBs)?
11. Are there ground water wells, sumps, ponds, lagoons or other potential water contaminant sources on the property?

12. Are you aware of any environmental assessments, audits or inspections of the project site? If so, describe and attach relevant documents.

PERSON COMPLETING THIS QUESTIONNAIRE

Signature Printed Name Date Signed

TITLE OR POSITION _____

Some information sources that may be useful for completing this environmental questionnaire are:

1. Chain of title.
2. Building, zoning, conditional use permit files at local building and planning departments. Local planning departments also have a list of identified hazardous waste sites.
3. Local Health Department.
4. Interviews with past and present owners.
5. Aerial photos. The local planning department may be a source.
6. Insurance Records.
7. Press reports, local newspapers.
8. Regional Water Quality Control Board.
9. Department of Resources Recycling and Recovery.
10. California Department of Toxic Substances Control, Site Cleanup Program.
11. U.S. Environmental Protection Agency.

EXHIBIT I
ZONE ADMINISTRATOR'S CERTIFICATION

Applicant: _____

The following must be signed by the Recycling Market Development Zone Administrator of the area in which the project is located.

I certify that the requested loan is compatible with the Zone plans and objectives required pursuant to Sections 17907 and 17909 of Title 14 of the California Code of Regulations and is otherwise fully supported by this Zone, and that by signing this certification I am attesting to the reasonableness of the employment and diversion projections of the project.

Zone: _____

Zone Administrator Signature

Printed Name

Date Signed