

# **SBA Economic Injury Disaster Loans For Coronavirus Related Economic Disruptions**



U.S. Small Business  
Administration

# Disaster Loan Application Portal (DLAP)



[FAQs](#) [Help](#) [Contact Us](#) [Register](#) [Login](#) [Loan Information](#) [Search Declarations](#) [Apply Online](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters



# Disaster Loan Application Portal

This document will provide guidance on how to complete an Electronic Business Application utilizing SBA Form 5 and SBA Form 5C. Before starting the process, please insure you have the filing requirements as defined in this document. These documents are required for processing an EIDL application.

# Filing Requirements

Electronic Loan Application (Form 5)

Electronic Loan Application (Form 5C) Sole Proprietorship Only

Tax Authorization (Form 4506-T) 20% Owners/GP/50% Affiliate

Most recent Business Tax Return

Personal Financial Statement (Form 413) 20% Owners/GP

Schedule of Liabilities (Form 2202)

Monthly Sales (Form 1368) necessary but not a filing requirement

# Disaster Loan Application Portal (DLAP)

DOUBLE-CLICK ON THE LINK TO ACCESS  
THE SITE

<https://disasterloan.sba.gov/ela/>

The image shows a screenshot of the SBA Disaster Loan Assistance website. At the top left is the SBA U.S. Small Business Administration logo. To the right is a navigation bar with links: Loan Information, Search Declarations, and Apply Online. The 'Apply Online' link is highlighted with a red rectangle. Below the navigation bar is a large blue banner with the text 'Disaster Loan Assistance' and 'Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters'. Below the banner are three overlapping circles: a red circle on the left with a location pin icon and the text 'Eligible Disaster Areas'; a blue circle in the center with a computer monitor icon and the text 'Apply Online'; and a green circle on the right with a loading spinner icon and the text 'Check Application Status'. A blue callout box with the text 'DOUBLE-CLICK APPLY ONLINE' has an arrow pointing to the 'Apply Online' link in the navigation bar. The 'Apply Online' circle is also circled in red.

# Register

From this page you can:

1) Begin a new application by clicking on Register

2) Return to complete a started application by inputting a user name and password

The screenshot shows the SBA Disaster Loan Assistance website. At the top, the SBA logo and "U.S. Small Business Administration" are on the left, and navigation links for "FAQs", "Help", "Contact Us", "Register", and "Login" are on the right. Below the navigation links are links for "Loan Information", "Search Declarations", and "Apply Online". The main heading is "Disaster Loan Assistance" with the subtitle "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this is a navigation bar with "Login", "Register", and "Password Reset" buttons. The "Register" button is highlighted with a red box. Below the navigation bar is the "Disaster Loan Assistance - Login" section. It contains a form with two input fields: "\*User Name" and "\*Password", both with placeholder text "User Name" and "Password" respectively. Below the fields is a "Login" button with a right-pointing arrow. To the right of the login form is a "Notice - Terms of Use" section. Below the login form is a "System Requirements" section. At the bottom left of the page is a small Adobe Reader icon.

**U.S. Small Business Administration**

FAQs Help Contact Us Register Login

Loan Information Search Declarations Apply Online

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Login Register Password Reset

### Disaster Loan Assistance - Login

\*User Name  
User Name

\*Password  
Password

Login

#### System Requirements

The recommended browser is Internet Explorer 10 or later.

- If you have dial-up Internet service, you may experience delays.
- You must have cookies and JavaScript enabled.
- You should allow pop-up messages.
- You must have Adobe Reader installed.

ADOBE READER

#### Notice - Terms of Use

This is a Federal computer system and is the property of the United States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy in anything viewed, created, downloaded, or stored on this system, including e-mail, Internet, and intranet use. Any or all uses of this system (including all peripheral devices and output media) and all files on this system may be intercepted, monitored, read, captured, recorded, disclosed, copied, audited, and/or inspected by authorized Small Business Administration (SBA) personnel, the Office of Inspector General (OIG), and/or other law enforcement personnel, as well as authorized officials of other agencies, both domestic and foreign.

Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to such interception, monitoring, reading, capturing, recording, disclosure, copying, auditing, and/or inspection at the discretion of authorized SBA personnel, law enforcement personnel (including the OIG), and/or authorized officials of other agencies, both domestic and foreign. Unauthorized use of, or exceeding authorized access to, this system is prohibited and may constitute a violation of 18 U.S.C. § 1030 or other Federal laws and regulations and may result in criminal, civil, and/or administrative action. By continuing to use this system, you indicate your awareness of, and consent to, these terms and conditions and acknowledge that there is no reasonable expectation of privacy in the access or use of this computer system.

**PLEASE NOTE:** Your responses to the requested information are required in order to obtain a benefit under our Disaster Loan Program. However, you are not required to respond to any collection of information unless it displays a currently valid OMB control number.

# Complete Registration Information



FAQs Help Resources Register Login  
Loan Information Search Declarations Apply Online

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

### User Registration (Part 1 of 2)

The registration information that you provide will be used to verify your identity and for future logins. Please ensure that this information is accurate and correct.

**WARNING** - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

**Personal Information**

\*First Name: Chadwick MI: G \*Last Name: Nelson Suffix: Sr.  
\*Social Security Number: 415-21-1234 \*Date of Birth: 12/15/1985

**Primary Address (Prior to the Disaster)**

\*Address Line 1: 123 Main  
Address Line 2:  
\*City: Herndon \*State: Virginia \*Zip Code: 20174 County: Fairfax  
Email Address: marilyn.sodogen@gmail.com Re-enter Email Address: marilyn.sodogen@gmail.com ☒ Receive status notifications by email

As an additional security measure, we will be sending a separate pass code to your phone or email which you will need to log in to the disaster loan application once you complete the registration process. You must have access to your phone or email to receive your pass code to login.

\*Primary Phone Number: 817-845-3369 Alternate Phone Number: 404-909-1585

☒ I acknowledge and understand that third parties are providing information or services to the U.S. Small Business Administration in order for the U.S. Small Business Administration to authenticate my identity. I agree to hold harmless said third parties and indemnify said third parties from any and all liability resulting from my use of the authentication services.

Cancel Next

On page 1 of the registration, pay close attention to the sections with an \* these sections must be completed. It is important that a good email address and cell phone number are supplied.

**WARNING** - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

**User Data**

\*User Name: chadnelson  
(Must be at least 6 characters)

\*Password: \*\*\*\*\*  
(Must be at least 8 characters and must contain at least three of the following items: one uppercase letter, one lowercase letter, one number, one special character from this list: !@#\$%^&\*()\_+-=[{}|:;".',<>/?)

\*Confirm Password: \*\*\*\*\*  
Your passwords must match

\*Security Question 1: In what city and country do you want to retire? \*Security Answer 1: Atlanta USA  
\*Security Question 2: In what city did you meet your spouse/significant other? \*Security Answer 2: New York  
\*Security Question 3: In what city was the company where you first worked? \*Security Answer 3: New Orleans

Please type the text appearing in the image below:  
Note: If you cannot view the image for any reason, please click on the speaker icon to hear the code.  
Then enter the code in the box below.

WWJDP

\*Enter Code: WWJDP

Previous Next

On page 2 of the registration you will create your unique user-name and password. When creating your security questions, make sure to use information you won't forget. If your password ever requires a reset, you would need this information



# Apply Online

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Hello, Chadwick



Double Click on "Apply Online"

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance



U.S. Small Business Administration

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

### Loan Type Selection



### Businesses and Non-Profits

Loans for repair or replacement of disaster damaged business property and/or contents and/or economic injury (including owners of rental properties)



### Homeowners and Renters

Loans to Homeowners and Renters for the repair or replacement of disaster damaged real estate and/or personal property (including vehicles)


Double Click on Business and Non Profit

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

# Business Type



U.S. Small Business Administration

FAQs | Help | Contact Us | My Account | Logout

Loan Information | Search Declarations | Apply Online | Message Center

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application Save

### Business Losses

**\*Please select the type of organization that best describes your business.**

- ☐ Sole-Proprietor *(including individuals with income properties)*
- ☐ Corporation
- ☐ Partnership
- ☐ Private Non-Profit Organization *(e.g. religious, charitable, community organizations)*
- ☐ Limited Partnership
- ☐ Trust
- ☒ Limited Liability Entity *(LLC, LLP, etc.)*

**\*Are you applying for: (check all that apply)**

- ☐ Real Property *(including Leasehold Improvements)*
- ☐ Business Contents *(Machinery & Equipment, Furniture & Fixtures, and Other Business Assets, i.e. Inventory)*
- ☒ Economic Injury *(EIDL)*
- ☐ Military Reservist Economic Injury *(MREIDL)*

If you log out or close your browser now you will need to restart your application.

Previous Next

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

SBA Form 5 would be completed by:

- Corporations
- Partnership
- Private Non-Profit Organizations
- Limited Partnership
- Trust
- Limited Liability Entity

SBA Form 5C would be completed by:  
Sole Proprietorship

Once you make your selection the system will automatically direct you to the form.

# Select State /County / Disaster Declaration

Use the drop-down box and select the State and County where the loss has happened

The screenshot shows the SBA Disaster Loan Assistance application page. At the top, there is a navigation bar with links for Loan Information, Search Declarations, Apply Online, and Message Center. Below this is a header section with the SBA logo and the text "Disaster Loan Assistance" and "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". A progress bar indicates the current step is "Disaster Loan Application". The main section is titled "Declaration Selection" and contains the instruction "Please enter the State and County of the property damaged by the disaster." Below this are two drop-down menus: "State" (set to Virginia) and "County" (set to "Select a County..."). At the bottom, there are "Previous" and "Next" buttons.


SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Select the disaster declaration

This screenshot shows the same SBA Disaster Loan Assistance application page, but with the "County" dropdown menu set to "Fairfax". Below the dropdowns, there is a section titled "Select the Disaster that affected you." which contains a table of disaster declarations.

Select	Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline
<input type="radio"/>	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	VA	1/30/2020	10/27/2020
<input checked="" type="radio"/>	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	VA	1/28/2020	10/27/2020
<input type="radio"/>	ALICE DCMS 2.0 SF LV PRES IA DISASTER	Alice DCMS 2.0 SF LV PRES IA Disaster	VA	11/1/2019	8/10/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA	NEW DCMS 2.0 PRES IA DISASTER AND TENDON	VA	2/12/2019	8/10/2020

# Complete Certifications



U.S. Small Business Administration

FAQs | Help | Contact Us | My Account | Logout

Loan Information | Search Declarations | Apply Online | Message Center

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application | **Progress** | Save

### Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

**WARNING:** Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one-half times the original principal amount of the loan under 15 U.S.C. 635(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015.


☐ I Certify

If you log out or close your browser now you will need to restart your application.

Previous | Next

SBA.gov | 3-Step Loan Process | FEMA Disaster Assistance

Read and Electronically Agree to the Certification of Truthful Information and the Executive Orders Document.



U.S. Small Business Administration

FAQs | Help | Contact Us | My Account | Logout

Loan Information | Search Declarations | Apply Online | Message Center

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application | **Progress**

### STATEMENTS REQUIRED BY LAWS AND EXECUTIVE ORDERS

To comply with legislation passed by the Congress and Executive Orders issued by the President, Federal executive agencies, including the Small Business Administration (SBA), must notify you of certain information. You can find the regulations and policies implementing these laws and Executive Orders in Title 15, Code of Federal Regulations (CFR), Chapter 1, or our Standard Operating Procedures (SOPs). In order to provide the required notices, the following is a brief summary of the various laws and Executive Orders that affect SBA's Disaster Loan Programs. A glossary of terms can be found at [Disasterloan.sba.gov](http://Disasterloan.sba.gov).

**FREEDOM OF INFORMATION ACT (5 U.S.C. § 552)**

This law provides, with some exceptions, that we must make records or portions of records contained in our files available to persons requesting them. This generally includes aggregate statistical information on our disaster loan programs and other information such as names of borrowers (and their officers, directors, stockholders or partners), loan amounts at maturity, the collateral pledged, and the general purpose of loans. We do not routinely make available to third parties your proprietary data without first notifying you, required by Executive Order 12600, or information that would cause competitive harm or constitute a clearly unwarranted invasion of personal privacy.

Freedom of Information Act (FOIA) requests must describe the specific records you want. For information about the FOIA, contact the Chief, FOI/PA Office, 409 3rd Street, SW, Suite 5900, Washington, DC 20416, or by email at [foia@sba.gov](mailto:foia@sba.gov).

**PRIVACY ACT (5 U.S.C. § 552a)**

Anyone can request to see or get copies of any personal information that we have in your file. Any personal information in your file that is retrieved by individual identifiers, such as name or social security number is protected by the Privacy Act, which means requests for information about you may be denied unless we have your written permission to release the information to the requestor or unless the information is subject to disclosure under the Freedom of Information Act. The Agreements and Certifications section of this form contains written permission for us to disclose the information resulting from this collection to state, local or private disaster relief services.

The Privacy Act authorizes SBA to make certain "routine uses" of information protected by that Act. One such routine use for SBA's loan system of records is that when this information indicates a violation or potential violation of law, whether civil, criminal, or administrative in nature, SBA may refer it to the appropriate agency, whether Federal, State, local or foreign, charged with responsibility for or otherwise involved in investigation, prosecution, enforcement or prevention of such violations. Another routine use of personal information is to assist in obtaining credit bureau reports, on the Disaster Loan Applicants and guarantors for purposes of originating, servicing, and liquidating Disaster loans. See, 63 F.R. 38598, 58617 (and as amended from time to time) for additional background and other routine uses.

Under the provisions of the Privacy Act, you are not required to provide social security numbers. (But see the information under Debt Collection Act below.) We use social security numbers to distinguish between people with a similar or the same name for credit decisions and for debt collection purposes. Failure to provide this number may not affect any right, benefit or privilege to which you are entitled by law, but having the number makes it easier for us to more accurately identify to whom adverse credit information applies and to keep accurate loan records.

**Note:** Any person concerned with the collection, use and disclosure of information, under the Privacy Act may contact the Chief, FOI/PA Office, 409 3rd Street, SW, Suite 5900, Washington, DC 20416 or by e-mail at [foia@sba.gov](mailto:foia@sba.gov) for information about the Agency's procedures relating to the Privacy Act and the Freedom of Information Act.

**DEBT COLLECTION ACT OF 1982; DEFICIT REDUCTION ACT OF 1984; DEBT COLLECTION IMPROVEMENT ACT OF 1996 & other titles (31 U.S.C. 3701 et seq.)**

These laws require us to aggressively collect any delinquent loan payments and to require you to give your taxpayer identification number to us when you apply for a loan. If you receive a loan and do not make payments when they become due, we may take one or more of the following actions (this list may not be exhaustive):

- \*Report the delinquency to credit reporting bureaus.
- \*Offset your income tax refunds or other amounts due to you from the Federal Government.
- \*Refer the account to a private collection agency or other agency operating a debt collection center.
- \*Suspend or debar you from doing business with the Federal Government.
- \*Refer your loan to the Department of Justice.
- \*Foreclose on collateral or take other actions permitted in the loan instruments.

☐ I have read the Statements Required by Laws and Executive Orders.

If you log out or close your browser now you will need to restart your application.

Previous | Next

OMB Control No. 3245-0017  
Exp. 08/31/2021

# Start Application – Form 5

**SBA** U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

Loan Information Search Declarations Apply Online Message Center

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

**Disaster Loan Application #2000003701 Progress**

### Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the <b>Disaster Business Loan Application</b> (SBA Form 5).	<b>Disaster Business Loan Application</b>	<a href="#">Start</a>
Complete, sign and date each <b>Personal Financial Statement</b> (SBA Form 413) shown below.	<b>Personal Financial Statement</b>	<a href="#">Complete preceding section(s) first.</a>
Complete each <b>Schedule of Liabilities</b> (SBA Form 2202) shown below.	<b>Schedule of Liabilities</b>	<a href="#">Complete preceding section(s) first.</a>
Complete each <b>Request for Transcript of Tax Return</b> (IRS Form 4506-T) shown below.	<b>Request for Transcript of Tax Return</b>	<a href="#">Complete preceding section(s) first.</a>
Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available.	<b>Applicant Business Federal Tax Return</b>	<a href="#">Complete preceding section(s) first.</a>
Read and accept the Truthful Information Certification.	<b>Truthful Information Certification</b>	<a href="#">Complete preceding section(s) first.</a>
Submit Application and Supporting Documents.	<b>Submit Application</b>	<a href="#">Complete preceding section(s) first.</a>

**ADDITIONAL INFORMATION MAY BE NECESSARY TO PROCESS YOUR APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST.**

Complete copy, including all schedules, of the most recent Federal income tax return for each principal owning 20 percent or more, each general partner or managing member, and each affiliate when any owner has more than a 50 percent ownership in the affiliate business. Affiliates include, but are not limited to, business parents, subsidiaries, and/or other businesses with common ownership or management.

If the most recent Federal income tax return has not been filed, a year-end profit-and-loss statement and balance sheet for that tax year.

A current year-to-date profit-and-loss statement.

Additional Filing Requirements (SBA Form 1369) providing monthly sales figures form will generally be required when requesting an increase in the amount of economic injury.

[Previous](#)

SBA Control No. 3285-0011  
Exp. 08/31/2011

This business type for this example is an LLC.

This page provides information on all the filing requirements necessary to have a successfully completed application.

To begin depress START

# Form 5 – Page 1

Fill in the information on this page as necessary, items with a red \* are mandatory field and you will not be able to advance to NEXT until these sections are completed.

Disaster Loan Application #2000003701 Progress

Save

## SBA Form 5 – Page 1 of 3

If you know your 9 digit FEMA Registration Number, please enter it here:			
<b>1 ARE YOU APPLYING FOR:</b>			
<input type="checkbox"/> Physical Damage -- Indicate type of damage: <input type="checkbox"/> Real Property <input type="checkbox"/> Business Contents <input checked="" type="checkbox"/> Economic Injury (EIDL)		<input type="checkbox"/> Military Reservist EIDL (MREIDL) Name of Essential Employee: _____ Employee's Social Security Number: _____	
<b>2 ORGANIZATION TYPE</b> *Sole Proprietors should complete form SC			
<input checked="" type="radio"/> Partnership <input type="radio"/> Limited Partnership <input type="radio"/> Limited Liability Entity <input type="radio"/> Other _____ <input type="radio"/> Corporation <input type="radio"/> Nonprofit Organization <input type="radio"/> Trust			
<b>3 *APPLICANT'S LEGAL NAME</b>		<b>4 *Tax Identification Number (including dashes)</b>	
CHADWICK G. NELSON		817-845-1234	
<b>5 TRADE NAME (if different from legal name)</b>		<b>6 *BUSINESS PHONE NUMBER (including area code)</b>	
CHADWICK'S VACATION RENTALS CVR		817-845-3359	
<b>7 MAILING ADDRESS</b>			
<input checked="" type="radio"/> Business <input type="radio"/> Home <input type="radio"/> Temporary <input type="radio"/> Other _____			
<b>*Number, Street, and/or Post Office Box</b>		<b>*Zip</b>	<b>*City</b>
123 MAIN		20170	HERNDON
		<b>*State</b>	<b>County</b>
		VA	Fairfax
<b>8 DAMAGED PROPERTY ADDRESS(ES)</b>			
<b>*BUSINESS PROPERTY IS:</b> <input checked="" type="radio"/> Owned <input type="radio"/> Leased			
Make this address the same as Applicant's Mailing Address entered in Section 7			
<b>*Number and Street Name</b>		<b>*Zip</b>	<b>*City</b>
123 MAIN		20170	HERNDON
		<b>*State</b>	<b>County</b>
		VA	Fairfax
<b>Coverage Type</b>		<b>Insurance Company</b>	<b>Agent Name</b>
Hazard		Allstate	Tim Bregan
<b>Phone Number of Insurance Agent</b>		<b>Policy Number</b>	
703-774-1900		MXU123-JKL	
<a href="#">Add Another Insurance</a>			
<a href="#">Add Another Damaged Property</a>			
<b>9 PROVIDE THE NAME(S) OF THE INDIVIDUAL(S) TO CONTACT FOR:</b>			
Loss Verification Inspection      Information necessary to process the Application			
<b>*Name</b>		<b>*Name</b>	
CHAD NELSON		CHAD NELSON	
<b>*Telephone Number</b>		<b>*Telephone Number</b>	
817-845-3359		817-845-3359	
<b>10 ALTERNATE WAY TO CONTACT YOU</b>			
<b>Cell Number</b>		<b>E-mail</b>	
<b>Fax Number</b>		<b>Other</b>	
<b>11 BUSINESS ACTIVITY:</b>		<b>12 NUMBER OF EMPLOYEES: (Pre-disaster)</b>	
VACATION RENTALS		4	
<b>13 * DATE BUSINESS ESTABLISHED:</b>		<b>14 * CURRENT MANAGEMENT SINCE</b>	
01/01/2008		01/01/2008	
<b>15 AMOUNT OF ESTIMATED LOSS:</b>			
Real Estate		Inventory	
Machinery & Equipment		Leasehold Improvements	
<b>16 *Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?</b>			
<input type="radio"/> Yes <input checked="" type="radio"/> No			

Previous

Next

OMB Control No. 3245-0017  
Exp. 03/31/2021



Page 3 is used for any relevant comments

Note: If a business is a partnership all members must be listed with the % of ownership until the combined entries equal 100%

[illegible]


U.S. Small Business Administration

[Loan Information](#)
[Search Declarations](#)
[Apply Online](#)
[Message Center](#)

[FAQ](#)
[Help](#)
[Contact Us](#)
[My Account](#)
[Logout](#)

# Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress [Save](#)

SBA Form 5 - Page 3 of 3

22

ADDITIONAL SPACE:

*Please refer to Item Number and Title*

XXXX Chapter's Meeting

[Previous](#)
[Next](#)

CMS COVER NO. 2215-0117  
 E.O. 16176-2/22A

# Filing Requirements

Disaster Loan Application #2000003701 Progress

## Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate [document delivery options](#) are available if needed.

Complete the **Disaster Business Loan Application** (SBA Form 5).

✓ Disaster Business Loan Application

Update

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.

CHADWICK G. NELSON

Start

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.

CHADWICK G. NELSON

Start

CHADWICK R NELSON

Start

CRAIG BLACKLEY

Start

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON

Start

Read and accept the Truthful Information Certification.

Truthful Information Certification

Complete preceding section(s) first.

Submit Application and Supporting Documents.

Submit Application

Complete preceding section(s) first.

Now that the application is complete, the filing requirements on this page must be submitted / uploaded to complete the process.

# Personal Financial Statement

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.

CHADWICK R NELSON

CRAIG BLACKLEY

Start

Start

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress

### Personal Income

Please provide the sources of personal income of CHADWICK R NELSON.

If you are unable to enter data for this Personal Financial Statement now, click [here](#) to download a paper copy to submit offline.

Income amounts should be based on annual whole dollar figures.

As of: 12/15/2019 (MM/DD/YYYY)

Salary	\$45,000.00	Real Estate Income	\$175,000.00
Net Investment Income		Other Income	

Description of Other Income (example - Alimony, Child Support, Disability, Pension, Social Security, etc.)  
240 characters remaining

1 - Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

Previous

Next

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

You can use this form to complete your personal financial statement or upload a financial statement you already have by scanning and uploading that document

If you indicated you have real estate you must complete this form, supplying additional information

Disaster Loan Application #2000003701 Progress

### Personal Real Estate Owned

Please provide the information for real estate owned by CHADWICK R NELSON. List each parcel separately.

- Click "Add Another" to enter a new property.
- Scroll buttons below the real estate section can be used to move between pages of real estate.
- To remove a property, click the red X next to that property.

Add Another ☐ I do not own real estate

Real Estate Owned

Property 1 X

Type of Property	Investment
Address	125 SIDNEY
City, State, Zip Code	ATLANTA, GA 30303
Date Purchased (MM/YYYY)	12/2018
Original Cost	\$145,000.00
Present Market Value <sup>1</sup>	\$450,000.00
Name of Mortgage Holder	
Street Address / PO Box	
City, State, Zip Code	
Mortgage Account Number	
Mortgage Balance <sup>2</sup>	
Amount of Payment per Mo/Yr	
Status of Mortgage	

Page 1 of 1

1 - Market Value(s) will be totaled and displayed on the Personal Assets page.  
2 - Mortgage Balance(s) will be totaled and displayed on the Personal Debt page.

Previous

Next

# Personal Assets / Debits

The applicant and any partner would need to provide information on **assets and debits**

Disaster Loan Application #2000003701 Progress Save

### Personal Assets

Please provide the personal assets for CHADWICK R. NELSON.

- Click "Add Another" to enter a new Security (Stocks and Bonds).
- To remove a Security, click the red ✖ next to the Security (Stocks and Bonds).

Delete	Number of Shares	Name of Securities	Cost	Market Value Quotation/Exchange	Date of Quotation/Exchange	Total Value
✖						\$0.00

Add Another

Total Value of Stocks & Bonds: \$0.00  
Total Value for All Stocks and Bonds will display in Assets section below.

<b>Assets</b>			
Cash on Hand & in Banks	\$35,000.00	Stocks & Bonds (Total from Stocks and Bonds Section)	\$0.00
Savings Accounts	\$45,000.00	Real Estate (Total from Real Estate Section)	\$450,000.00
IRA or Other Retirement Account	\$1,000,564.00	Automobiles - Total Present Value (Describe below, and include Year/Make/Model)	
Accounts & Notes Receivable		Other Personal Property (Describe below)	
Life Insurance - Cash Surrender Value Only (Describe below)		Other Assets (Describe below)	
<b>Total Assets</b>			<b>\$1,530,564.00</b>

**Life Insurance Held**  
(Give face amount and cash surrender value of policies - name of insurance company and beneficiaries.)

240 characters remaining

**Other Personal Property and Other Assets**  
(Describe, and if any is pledged as security, state name and address of lien holder, amount of lien, terms of payment and if delinquent, describe delinquency.)

240 characters remaining

Previous Next

7562 Form 6-01 7/15/01

Disaster Loan Application #2000003701 Progress Save

### Personal Debits

Please provide the personal debits for CHADWICK R. NELSON.

- Click "Add Another" to enter a new Noteholder.
- To remove Noteholder, click the red ✖ next to the Noteholder.

Delete	Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency (monthly, etc.)	How Secured or Endorsed Type of Collateral
✖						

Add Another

Total of Current Balances: \$0.00  
Current Balances will display in the Debits Section below.

<b>Debits</b>			
Accounts Payable	\$4,500.00	Loan on Life Insurance	
Notes Payable to Banks & Others (total of Current Balance from above)	\$0.00	Mortgages on Real Estate (total from Real Estate Section)	\$0.00
Installment Account (Auto)		Unpaid Taxes (Describe below)	
Monthly Payment		Other Liabilities (Describe below)	\$45,000.00
Installment Account (Other)		<b>Total Debits</b>	<b>\$49,500.00</b>
Monthly Payment			

**Unpaid Taxes**  
(Describe in detail, as to type, as to whom payable, when due, amount, and to what property, if any, a tax lien attached.)

240 characters remaining

**Other Debits**  
(Describe in detail.)

240 characters remaining

<b>Contingent Liabilities</b>			
As Endorser or Co-Maker		Provision for Federal Income Tax	
Legal Claims & Judgments		Other Special Debt	

Previous Next

# Schedule of Liabilities – SBA form 2202

Applicant would click on Schedule of Liabilities and either complete the SBA form or upload the applicant's document

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.

CHADWICK G. NELSON

Start



U.S. Small Business  
Administration

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## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress

Save

### Schedule of Liabilities – (Notes, Mortgages and Accounts Payable)

This form is provided for your convenience in responding to filing requirements in Item 2 on the application, SBA Form 3. You may use your own form if you prefer. The information contained in this schedule is a supplement to your balance sheet and should balance to the liabilities presented on that form.

If you are unable to enter data for the Schedule of Liabilities now, click [here](#) to download a paper copy to submit offline.

Name: CHADWICK G. NELSON

Date of Schedule:

☐ I have NO Debts

- Click "Add Another" to enter a new creditor.
- To remove a creditor, click the red **X** next to the creditor.

#### Schedule of Liabilities

Delete	Name of Creditor	Original Amount	Original Date (MM/YYYY)	* Current Balance	Current?	Maturity Date (MM/YYYY)	* Payment Amount	* Month or Year	How Secured
<b>X</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Add Another

Previous

Next

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance



# Uploaded 4506T

The 4506T can be uploaded once the form is printed and signed. You would need to save a copy on your desktop, once saved browse find the document and upload.

You could also opt to deliver offline

**SBA** U.S. Small Business Administration

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## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress [Save](#)

### Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

- You must check the box in the signature area to acknowledge you have the authority to sign and request the information. The form will not be processed and returned to you if the box is unchecked.

Name shown on tax return. If a joint return, the name shown first.  
CHADWICK R NELSON

First SSN, individual taxpayer identification number, or employer identification number  
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code  
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1	Address Line 2	City	State	Zip Code

Tax Form Number(s)  
1040

Year or period requested  
2018, 2017, 2016

**Signature of taxpayer(s).**  
I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer.

**NOTE:** For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

\* ☒ Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.

[Previous](#) [Next](#)

OMB Control No. 1545-1872

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress [Save](#)

Request for Transcript of Tax Return - Download / Upload

### Download the completed Request for Transcript Of Tax Return for CHADWICK R NELSON

The data collection for your Request for Transcript of Tax Return (IRS Form 4506-T) is complete. Click the download button below to save your document.

[Download](#)

### Sign and date the document.

Once downloaded and printed, be sure to **sign** and **date** the document.

### Include the signed document with your application.

Scan and attach your signed Request for Transcript of Tax Return (IRS Form 4506-T).

File Name  
[Browse...](#) [Upload](#)  
Attached file must be an unprotected file in PDF format less than 38MB.

OR

If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the document delivery options page.

The signed paper document must be received by the SBA before processing of your application can begin.

☐ I agree to deliver a copy of the completed document to the SBA.

[Previous](#)

[Next](#)

# Electronically file 4506T

Each Applicant and Partner must submit a 4506T

Complete each **Request for Transcript of Tax Return (IRS Form 4506-T)** shown below.

CHADWICK G. NELSON

CHADWICK R. NELSON

CRAIG BLACKLEY

Start

Start

Start

**SBA** U.S. Small Business Administration

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[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress [Save](#)

### Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

Name shown on tax return. If a joint return, the name shown first.  
CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number  
415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code  
123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address  
Address Line 1 Address Line 2 City State Zip Code

Title (of taxpayer or person authorized to obtain the tax information requested)  
▼

Tax Form Number(s) Year or period requested  
\* 12/31/2018 \* 12/31/2017 \* 12/31/2016  
Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

**Signature of taxpayer(s).**  
I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer.

**NOTE:** For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

\* ☐ Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress [Save](#)

### Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

Name shown on tax return. If a joint return, the name shown first.

CHADWICK G. NELSON

First SSN, individual taxpayer identification number, or employer identification number

415-31-1234

Current address (including apt., room, or suite no.), city, state, and ZIP code

123 MAIN, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1 Address Line 2 City State Zip Code

Title (of taxpayer or person authorized to obtain the tax information requested)

▼

Tax Form Number(s)

Year or period requested  
\* 12/31/2018 \* 12/31/2017 \* 12/31/2016

Enter the ending date of the fiscal year or period using the MM/DD format for each of the years shown below.

#### Signature of taxpayer(s).

I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer.

**NOTE:** For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

\* ☒ Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.

[Previous](#)

[Next](#)

D449 Control No. 1545-1872

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance




# 4506T Uploaded Successful

Once the 4506 T is uploaded you will receive a message back indicating the transmittal was successful. Make sure all fields are complete. All partners must submit this form for their individual and business taxes.

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.

✓ CHADWICK G. NELSON	Document attached	<input type="button" value="Update"/>
✓ CHADWICK R. NELSON	Document attached	<input type="button" value="Update"/>
✓ CRAIG BLACKLEY	Document attached	<input type="button" value="Update"/>

 U.S. Small Business Administration

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## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress

### Request for Transcript of Tax Return - Download / Upload

- Download the completed **Request for Transcript Of Tax Return** for **CHADWICK G. NELSON**  
The data collection for **your Request for Transcript of Tax Return (IRS Form 4506-T)** is complete.  
Click the download button below to save **your** document.
- Sign and date the document.  
Once downloaded and printed, be sure to **sign** and **date** the document.
- Include the signed document with your application.

**Your document has been successfully uploaded.**

The file **4506 T.pdf** has been associated with your application. [Remove](#) this file to replace it.

Click the Next button to continue.

# Tax Returns

To complete your application you must upload your most recent tax returns.

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available

CHADWICK G. NELSON

Start

The screenshot shows the SBA's Disaster Loan Assistance application interface. At the top, the SBA logo and navigation links are visible. The main heading is "Disaster Loan Assistance" with a subtitle "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this, a progress bar indicates the current step: "Disaster Loan Application #2000003701 Progress". The specific step is "Federal Tax Return - Upload".

The instructions state: "Include the document with your application." and "Scan and attach the Federal Tax Return for the Applicant Business." There is a "Browse ..." button next to a "File Name" input field, and an "Upload" button. A note specifies: "Attached file must be an unprotected file in PDF format less than 38MB."

Below this, an "OR" option is provided: "If you are unable to attach a completed copy of the document, you may skip this step and submit it offline by other methods outlined in the [document delivery options](#) page." It also states: "The document must be received by the SBA before processing of your application can begin." There is a checkbox labeled "I agree to deliver a copy of the completed document to the SBA."

At the bottom of the form area, there are "Previous" and "Next" buttons. The footer includes "SBA.gov", "3-Step Loan Process", and "FEMA Disaster Assistance".

Taxes would be scanned and saved on the desktop. You would browse your desktop and then upload the tax returns.

# Certificate as to Truthful Information

Read and accept the Truthful Information Certification.

Truthful Information Certification

Start



U.S. Small Business  
Administration

[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#)

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress

Save

### Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

**WARNING:** Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015

\* ☐ I Certify

Previous

Next

# Filing Requirements Complete

You can see that all filing requirements no longer say “start” what shows now is all filing requirements have been updated and the application is ready to submit

**Disaster Loan Application #2000003701 Progress**

### Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate [document delivery options](#) are available if needed.

Complete the **Disaster Business Loan Application** (SBA Form 5).  
✓ **Disaster Business Loan Application** [Update](#)

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.  
**CHADWICK R NELSON** [Start](#)  
**CRAIG BLACKLEY** [Start](#)

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.  
**CHADWICK G. NELSON** [Start](#)

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.  
**CHADWICK G. NELSON** [Start](#)  
**CHADWICK R NELSON** [Start](#)  
**CRAIG BLACKLEY** [Start](#)

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available  
**CHADWICK G. NELSON** [Start](#)

Read and accept the Truthful Information Certification.  
**Truthful Information Certification** [Complete preceding section\(s\) first.](#)

Submit Application and Supporting Documents.  
**Submit Application** [Complete preceding section\(s\) first.](#)

**Disaster Loan Application #2000003701 Progress**

### Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate [document delivery options](#) are available if needed.

Complete the **Disaster Business Loan Application** (SBA Form 5).  
✓ **Disaster Business Loan Application** [Update](#)

Complete, sign and date each **Personal Financial Statement** (SBA Form 413) shown below.  
✓ **CHADWICK R NELSON** [Update](#)  
✓ **CRAIG BLACKLEY** [Update](#)

Complete each **Schedule of Liabilities** (SBA Form 2202) shown below.  
✓ **CHADWICK G. NELSON** [Update](#)

Complete each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below.  
✓ **CHADWICK G. NELSON** [Document attached](#) [Update](#)  
✓ **CHADWICK R NELSON** [Document attached](#) [Update](#)  
✓ **CRAIG BLACKLEY** [Document attached](#) [Update](#)

Complete copies, including all schedules, of the most recent Federal income tax returns for the applicant business; an explanation if not available  
✓ **CHADWICK G. NELSON** [Document attached](#) [Update](#)

Read and accept the Truthful Information Certification.  
✓ **Truthful Information Certification** [Update](#)

Submit Application and Supporting Documents.  
**Preview Electronic Loan Application** [Preview](#)  
**Submit Application** [Submit](#)

# Application Successfully Submitted

Once the application is successfully submitted you will get this page. In the right-hand corner a message indicator will appear. The message confirms submittal of the application

The screenshot shows the SBA U.S. Small Business Administration website. The top navigation bar includes links for Loan Information, Search Declarations, Apply Online, and Message Center. A red circle with the number '1' is placed over the Message Center link, with a red arrow pointing to it from the text box above. Below the navigation bar, the page title is 'Disaster Loan Assistance' with the subtitle 'Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters'. A progress bar indicates 'Disaster Loan Application #2000003701 Progress'.

## Application Submission Confirmation

Application number 2000003701 has been submitted.

Please download and retain [your submitted document\(s\)](#) for your records.

Click [here](#) to return to your home page.

If you are finished, you can [log out of the application](#). Logging out of the application will clear your activity from your browser's memory. This is especially important if you use a shared or public computer.

The screenshot shows the SBA U.S. Small Business Administration website's Message Center. The top navigation bar includes links for Loan Information, Search Declarations, Apply Online, and Message Center. A red circle with the number '1' is placed over the Message Center link, with a red arrow pointing to it from the text box above. Below the navigation bar, the page title is 'Disaster Loan Assistance' with the subtitle 'Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters'. The Message Center section shows a table with one message.

Subject	Received	
SBA Application No. 2000003701 - Submit Confirmation	3/15/2020 11:00:20 AM	<a href="#">Delete</a>

[Home Page](#)

# Returning to Complete Application

The screenshot shows the 'Disaster Loan Assistance - Login' page. It includes a 'User Name' field with 'chadwick' entered, a 'Password' field with '\*\*\*\*\*' entered, and a 'Login' button. To the right is a 'Notice - Terms of Use' box. Below the login fields are links for 'Login', 'Register', and 'Password Reset'. At the bottom, it says 'SBA.gov', '3-Step Loan Process', and 'FEMA Disaster Assistance'.

The screenshot shows the 'Disaster Loan Assistance' dashboard. It says 'Hello, Chadwick' and 'My Applications & Loans'. Under 'My Applications & Loans', there is a section for 'Business Application #2000003701' with applicant 'CHADWICK G. NELSON' and status 'NOT SUBMITTED'. A 'Continue' button is circled in red. At the bottom, it says 'SBA.gov', '3-Step Loan Process', and 'FEMA Disaster Assistance'.

Input your user-name and password to complete a started application, once in click on "Continue"



# Business Losses

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application

Save

### Business Losses

\*Please select the type of organization that best describes your business.

- ☒ Sole-Proprietor *(including individuals with income properties)*
- ☐ Corporation
- ☐ Partnership
- ☐ Private Non-Profit Organization *(e.g. religious, charitable, community organizations)*
- ☐ Limited Partnership
- ☐ Trust
- ☐ Limited Liability Entity *(LLC, LLP, etc.)*

\*Are you applying for: (check all that apply)

- ☐ Real Property *(including Leasehold Improvements)*
- ☐ Business Contents *(Machinery & Equipment, Furniture & Fixtures, and Other Business Assets, i.e. Inventory)*
- ☒ Economic Injury *(EIDL)*
- ☐ Military Reservist Economic Injury *(MREIDL)*

If you log out or close your browser now you will need to restart your application.

Previous

Next

A Sole-Proprietor will use  
"Sole-Proprietor" and  
"Economic Injury (EIDL).

# Home/Personal Losses

The Loan Application will walk you through the process. Click “Save” to save the input and click “Next” to navigate to the next page.

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application

Save

### Home/Personal Property Losses

• Was the damaged property your primary residence at the time of the disaster?

☒ Yes

☐ No

If you log out or close your browser now you will need to restart your application.

Previous

Next

# Declaration Selection

On the same line as the “Save” icon you also can see the “Progress” of the Disaster Loan Application.

Enter your “State” and “County”

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application Progress |

Save

!!! ALERT !!! Please save your data by clicking the SAVE button shown in the upper right.

### Declaration Selection

Please enter the State and County of the property damaged by the disaster.

\*State  \*County

\* Select the Disaster that affected you.

Select	Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline
<input checked="" type="radio"/>	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	VA	1/30/2020	3/30/2020
<input type="radio"/>	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	VA	1/28/2020	3/30/2020
<input type="radio"/>	ALICE DCMS 2.0 SF LV PRES IA DISASTER	Alice DCMS 2.0 SF LV PRES IA Disaster	VA	11/1/2019	5/13/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA DISASTER FOR TRN/QA	NEW DCMS 2.0 PRES IA DISASTER FOR TRN/QA	VA	8/29/2018	10/29/2020
<input type="radio"/>	AUGUST DCMS 2.0 PRES IA DISASTER IN VA	AUGUST DCMS 2.0 PRES IA DISASTER IN VA	VA	8/15/2018	10/15/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA DISASTER IN VA	NEW DCMS 2.0 PRES IA DISASTER IN VA	VA	7/12/2018	9/10/2020
<input type="radio"/>		FEMA SCR 14936 Testing for DCMS 2.0	VA	5/23/2018	7/23/2020
<input type="radio"/>		NEW VA DISASTER IN DCMS 2.0 T2-DEVEVINT2	VA	5/1/2018	7/2/2020
<input type="radio"/>		qtp disaster desc	VA	9/19/2006	11/20/2999

If you log out or close your browser now you will need to restart your application.

Previous

Next

# Certification and Executive Order

Read the “Warning”,  
check “I Certify” then  
click “Next”.

Read the  
information, check “I  
have read...” then  
click “Next”.

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application Progress Save

### Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

**WARNING:** Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one-half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1940, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729, 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015.

☒ I Certify

If you log out or close your browser now you will need to restart your application.

Previous Next

Disaster Loan Application Progress

### STATEMENTS REQUIRED BY LAWS AND EXECUTIVE ORDERS

#### Coastal Barrier Resources Act (Public Law 97-348)

Applicants whose property has been determined by the Federal Emergency Management Agency's Flood Insurance Rate Maps (FIRM's), to be in a Coastal Barrier Resource Area (COBRA), are ineligible for SBA loan assistance due to Public Law.

The Coastal Barrier Resources Act (Public Law 97-348) prohibits Federal financial assistance to applicants located in the Coastal Barrier System. Consequently, under the provisions of the law, for those applicants in the Coastal Barrier Resource Area, SBA Disaster Assistance is prevented from making any loan for:

- (1.) replacement or repair of physical damages or;
- (2.) funds for economic injury losses or;
- (3.) funds for relocations out of the Coastal Barrier Resources Area.

If you are a vacationer, or transient staying in the area on vacation, you may have eligibility for your personal property losses. To establish this eligibility you will be asked to provide documentation of your presence in the area at the time of the disaster and to support that your stay was temporary in nature.

#### REAL ESTATE REPAIRS/TEXAS HOMESTEAD LAW

If you intend to apply for any SBA funds to repair your home or family business, please carefully read and comply with the following. Texas law provides extensive protection for "homestead" property. Homestead property includes your personal residence, and, in many cases, your family business. Texas homestead law directly affects SBA, as well as other lenders, who provide funds for the repair or acquisition of homestead property.

In order for SBA to place a valid lien on homestead property, you and a contractor must: 1) sign a Mechanic's and Materialsman's Lien Contract (M & M Lien), Mechanic's Lien Note and Assignment of Mechanic's Lien, before you begin your repairs, and; 2) file the signed contract for record in the County Recorder's office of the county where your property is located. If you are waiting on SBA funds to begin your repairs, SBA will prepare and include all required mechanic's lien documents with your closing papers, if and when your loan is approved.

☒ I have read the Statements Required by Laws and Executive Orders.


Print

If you log out or close your browser now you will need to restart your application.

Previous Next

# Filing Requirements

To continue with the application process click “Start” to complete SBA Form 5C.

Disaster Loan Application #2000003700 Progress 

### Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the **Disaster Home / Sole Proprietor Loan Application (SBA Form 5C)**.

Disaster Home / Sole Proprietor Loan Application Start

Complete and sign each **Request for Transcript of Tax Return (IRS Form 4506-T)** shown below. This income information, obtained from the IRS, will help us determine your repayment ability.

Request for Transcript of Tax Return Complete preceding section(s) first.

Read and accept the Truthful Information Certification.

Truthful Information Certification Complete preceding section(s) first.

Submit Application and Supporting Documents.

Submit Application Complete preceding section(s) first.

**WHILE NOT NECESSARY TO ACCEPT YOUR APPLICATION, YOU MAY BE REQUIRED TO SUPPLY THE FOLLOWING INFORMATION TO PROCESS THE APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:**

If any applicant has changed employment within the past two years, provide a copy of a current (within 1 month of the application date) pay stub for all applicants

If we need additional income information, you may be asked to provide copies of your Federal income tax returns, including all schedules

**IF SBA APPROVES YOUR LOAN, WE MAY REQUIRE THE FOLLOWING ITEMS BEFORE LOAN CLOSING. WE WILL ADVISE YOU IN WRITING, OF THE DOCUMENTS WE NEED.**

If you own your residence, a COMPLETE legible copy of the deed, including the legal description of the property

If the damaged property is your primary residence, proof of residency at the damaged address

If you had damage to a manufactured home, a copy of the title. If you own the lot where the home is located, a COMPLETE legible copy of the deed, including the legal description of the property

If you have damage to an automobile or other vehicle, proof of ownership (a copy of the registration, title, bill of sale, etc.)

Previous

DMS Control No. 3245-0018  
Exp. 07/31/2021

# Completing Form 5C - Sole Proprietor Loan Application

Fill in the information blocks and then hit next. Fields marked with a red asterisk is a required field.

Disaster Loan Application #2000003704 Progress:  Save

### Primary Applicant Information

#### INFORMATION ABOUT THE APPLICANT

**Copy User Registration Information**

\*First Name: JOHN  
Middle Name: WESLEY  
\*Last Name: JONES  
Suffix: Jr.  
\*Date of Birth: 01/01/1975  
\*Social Security Number: 111-22-3456  
\*Marital Status: ☐ Married ☒ Not Married  
\*Are you a U.S. Citizen? ☒ Yes ☐ No  
\*Are you an SBA Employee? ☐ Yes ☒ No  
\*Household Size: 1  
\*Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC? ☒ Yes ☐ No

#### CONTACT INFORMATION

\*Check your preferred method of contact:

☐ E-mail Address: E-mail Address  
☐ Cell Phone: Cell Phone  
☒ Home Phone: 111-111-1111  
☐ Work Phone: Work Phone

Closest Relative Not Living with You:

Name: Sam Jones  
Phone Number: 222-222-2222

#### MAILING ADDRESS

\*Address: 101 HOMETOWN ST  
\*Zip: 20170 \*City: HERNDON \*State: VA County: Fairfax

#### INCOME INFORMATION

☐ Employed ☐ Unemployed ☒ Self Employed ☐ Retired  
\*Employer Name: JWI Builders  
\*Total Annual Income (before deductions): \$99,000.00 \*Employer Phone Number: 111-222-3456


**Notes:** Include all recurring income from all sources such as employment, self-employment, part-time work, social security, retirement income, disability income, interest income, child support, alimony, etc.  
Do not include one-time or non-recurring income.

Previous Next

OHS Control No. 3245-0018  
Exp. 08/31/2021

# Form 5C continued - Damaged Property Information

Fill in the information blocks and then hit next. Fields marked with a red asterisk is a required field.


 U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003724 Progress:  Save

### Damaged Property Information

#### DAMAGED PROPERTY ADDRESS

[Same as primary applicant mailing address](#)

\* Address 101 HOMETOWN ST

\* Zip 20170 \* City HERNDON \* State VA \* County Fairfax

#### DAMAGED PROPERTY INFORMATION

\* Do you own or rent this property? ☒ Own ☐ Rent

\* Is this property your Primary Residence? ☒ Yes ☐ No

\* If No, please select from the list below:

☐ Vacation/secondary home ☐ I own the property but a family member/friend lives in the property ☐ Rental/Business Property

#### INSURANCE INFORMATION

Please check all insurance in force for the damaged property:

☐ Homeowner's ☐ Flood ☐ Automobile ☐ Renter's ☐ No Insurance ☐ Other: (describe) Other Insurance Description

* Policy Type	* Insurance Company Name	Policy Number	Phone Number	Amount Received
<a href="#">Add Insurance</a>				

[Add Damaged Property](#)

Previous Next

OMB Control No. 3245-0018 Exp. 08/31/2021

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

# Form 5C continued -Debts and Assets Information

Fill in the information blocks and then hit next. Fields marked with a red asterisk are required fields.

Disaster Loan Application #2000003700 Progress:  Save

### Debts and Assets Information

**DEBTS** ☐ I have no debts

**Mortgage Holder or Landlord's Name (Primary Residence)**

Name	Monthly Payment/Rent	Current Balance
Mortgage 1	\$1,000.00	\$60,000.00

**2nd Mortgage Holder Name (if applicable)**

Name	Monthly Payment/Rent	Current Balance
Name	Monthly Payment/Rent	Current Balance

Note: Please complete the section below if the amounts are NOT included in your mortgage payment:

Real Estate Taxes (per year)	Homeowner's Insurance (per year)	Condo/Townhome/HOA/Co-Op Fees (per year)
\$2,500.00	\$1,000.00	\$250.00

**Other Debt** including auto payments, credit cards, installment loans, student loans, etc. **Note: Only include debts that will last longer than 10 months.**

*Name of Creditor	*Monthly Payment	Current Balance
<a href="#">Add Debt</a>		

### ASSETS

**Pre-disaster values:**

*Cash, Bank Accounts and Marketable Securities (e.g. Stock & Bonds, CDs, etc.) (Not including retirement accounts)	\$95,000.00
*Retirement Accounts (e.g. IRAs, Keogh, TSP or other similar accounts)	\$20,000.00
*Personal Property (furniture, appliances, vehicles, RVs, etc.)	\$35,000.00
*Primary Residence	\$250,000.00
All Other Real Estate (describe)	Other Real Estate Description \$0.00

### OTHER DISASTER ASSISTANCE

**FEMA Registration Number** FEMA Registration Number

\*Other than FEMA, have you received any grant award (i.e. city grants, county grants, state grants, etc.): ☐ Yes ☒ No

State Amount	State Amount	Other Amount	Other Amount	Describe	Other Disaster Assistance Description
--------------	--------------	--------------	--------------	----------	---------------------------------------

[Previous](#) [Next](#)

OMB Control No. 3245-0018  
Exp. 08/31/2021

# Form 5C continued - Disclosure Statements

Fill in the information as required and then hit next.


Fields marked with a red asterisk is a required field.

Disaster Loan Application #2000003704		Progress: <div></div>		Save	
<b>Disclosure Statements</b>					
<b>DISCLOSURES</b>					
The responses below apply to the Applicant and Joint Applicant, if any. Please explain any "Yes" responses.					
*1.	Are you delinquent on any Federal taxes, Federal loans, Federal grants, or 60 days past due on any child support obligation?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
*2.	Are you currently a defendant in any lawsuits or have pending judgements against you?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
*3.	Are you currently suspended or debarred from contracting with Federal government or receiving Federal grants or loans?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
*4.	Do you have federal loans, federally guaranteed loans, or previous SBA loans?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
*5.	Are you engaged in the production or distribution of any product that has been determined to be obscene by a court of competent jurisdiction?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
*6.	In the past year, have you been convicted of a felony committed in connection with a riot or civil disorder?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
*7.	Are you presently, a) subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction; b) have you been arrested in the past six months for any criminal offense; c) for any criminal offense -other than a minor vehicle violation -- have you ever: 1) been convicted, 2) plead guilty, 3) plead nolo contendere, 4) been placed on pretrial diversion, or 5) been placed on any form of parole or probation (including probation before judgment)?	<input type="radio"/> Yes	<input checked="" type="radio"/> No		
<b>BUSINESS ACTIVITY</b>					
Business Activity		*Date Business Established	Number of Employees (pre-disaster)		
<input type="text" value="JWJ Building"/>		<input type="text" value="01/01/2000"/>	<input type="text" value="5"/>		
<b>REPRESENTATIVE INFORMATION</b>					
If you have paid a representative (packager, attorney, accountant, etc.) to assist you in completing the application, please complete the section below.					
Representative Name	Street Address	City	State	Zip	Fee charged or agreed upon
<input type="text" value="Representative Name"/>	<input type="text" value="Street Address"/>	<input type="text" value="City"/>	<input type="text" value=""/>	<input type="text" value="Zip"/>	<input type="text" value="Fee charged or agreed up"/>
Previous			Next		
OMB Control No. 3245-0018 Exp. 08/31/2021					

# Form 5C continued - Consent and Additional Comments

Read the information, check "All the information..." then click "Next".

Additional Comments are used for clarifying or additional information. Click "Next" to continue the process.

Disaster Loan Application #2000003700 Progress:  Save

### Consent

**CONSENT**

I authorize my insurance company, bank, financial institution, or other creditors to release to SBA all records and financial information necessary to process this application.

SBA has my permission, as required by the Privacy Act, to release any information collected in connection with this application to Federal, state, local, tribal or nonprofit organizations (e.g. Red Cross, Salvation Army, Mennonite Disaster Services, SBA Resource Partners) for the purpose of assisting me with my SBA application, evaluating my eligibility for additional disaster assistance, or notifying me of the availability of such assistance.

If my loan is approved, I may be eligible for additional funds to safeguard my property from damages similar to those caused by this disaster. Although it is not necessary for me to provide with my application, a description and cost estimate will be required prior to SBA approval of the mitigation measure.

I have received and read a copy of the "STATEMENTS REQUIRED BY LAWS AND EXECUTIVE ORDERS" which was attached to this application.


**CERTIFICATION AS TO TRUTHFUL INFORMATION:** By signing this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

**WARNING:** Whoever wrongfully misrepresents the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one-half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1048, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015.

☒ All the information on this application and any documents provided is true to the best of my knowledge and you may rely on it to provide disaster loan assistance. All damages claimed are a direct result of the declared disaster. I understand that I could lose my benefits and could be prosecuted by the U.S. Attorney for making false statements. Reference 18 U.S.C. 1001 and / or 15 U.S.C. 645.


Previous Next

OMB Control No. 3245-0018  
Exp. 08/31/2021

Disaster Loan Application #2000003700 Progress:  Save

### Additional Comments

**ADDITIONAL COMMENTS**



4000 character(s) left.

Previous Next

OMB Control No. 3245-0018  
Exp. 08/31/2021

# Form 5C continued - Affiliated Businesses

Fill out the Affiliated Business information then click "Save".

To continue the process click "Next".

Disaster Loan Application #2000003704 Progress

## Affiliated Businesses

Please complete the affiliate information below for each applicant and/or owner that owns more than 50% of, or are a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC.

After you've entered the affiliated business information, click "Save" to add it to your list.

### Affiliated Businesses

#### \*Applicant or Owner Name for Affiliate Details

JOHN WESLEY JONES Jr. ▼

#### \*Business Name

JWJ BULDERS

#### \*EIN

89-9988888

#### \*Organization Type

LLC, LLP, OR LLE ▼

#### \*% Owned

100

#### Title

President ▼

#### \*Address Line 1

101 HOMETOWN ST

#### Address Line 2

#### \*Zip Code

20170

#### City

HERNDON ▼

#### \*State

VA

#### County

FAIRFAX ▼

Cancel

Save

The names listed below are the applicants or owners that answered YES to "Do you own more than 50% or are you a Managing Member or General Partner of a corporation, partnership, limited partnership, or LLC?" If the answer was entered incorrectly for any applicant or owner, click the "Remove" button to change the answer to NO and remove them from this list.

Remove

JOHN WESLEY JONES Jr.

Affiliate Name

EIN

Type

% Owned

Please enter affiliated business information for JOHN WESLEY JONES Jr..

Previous

Next

# Completing IRS Form 4506-T

## Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate [document delivery options](#) are available if needed.

Once you have finished the SBA Form 5C, the tax transcript information will need to be completed.

Complete the **Disaster Home / Sole Proprietor Loan Application** (SBA Form 5C).

✓ Disaster Home / Sole Proprietor Loan Application

Update

Complete and sign each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below. This income information, obtained from the IRS, will help us determine your repayment ability.

JOHN WESLEY JONES Jr.

Start

JWJ BULDERS

Start

Read and accept the Truthful Information Certification.

Truthful Information Certification

Complete preceding section(s) first.

Submit Application and Supporting Documents.

Submit Application

Complete preceding section(s) first.

**WHILE NOT NECESSARY TO ACCEPT YOUR APPLICATION, YOU MAY BE REQUIRED TO SUPPLY THE FOLLOWING INFORMATION TO PROCESS THE APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:**

If any applicant has changed employment within the past two years, provide a copy of a current (within 1 month of the application date) pay stub for all applicants

If we need additional income information, you may be asked to provide copies of your Federal income tax returns, including all schedules

**IF SBA APPROVES YOUR LOAN, WE MAY REQUIRE THE FOLLOWING ITEMS BEFORE LOAN CLOSING. WE WILL ADVISE YOU IN WRITING, OF THE DOCUMENTS WE NEED.**

# Request for Transcript of Tax Return

Form 4506T can be submitted electronically, via upload or offline. If the eSign option populates click through the options until the document is successfully completed. If you upload the document you would save it on your desktop, select browse and then upload.

Disaster Loan Application #2000003700 Progress

Save

## Request for Transcript of Tax Return

SBA requires you to complete the IRS Form 4506-T as a part of your disaster loan application submission. The form authorizes the IRS to provide federal income tax information directly to SBA. Please use this page to enter the additional data needed to populate IRS Form 4506-T.

Name shown on tax return. If a joint return, the name shown first.

JOHN W JONES Jr.

First SSN, individual taxpayer identification number, or employer identification number

123-45-6789

Current address (including apt., room, or suite no.), city, state, and ZIP code

101 HOMETOWN ST, HERNDON, VA 20170

Previous address shown on the last return filed if different from current address

Address Line 1

Address Line 2

City

State

Zip Code

Tax Form Number(s)

1040

Year or period requested

2018, 2017

### Signature of taxpayer(s).

I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer.

**NOTE:** For transcripts being sent to a third party, this form must be received within 120 days of the signature date.

\* ☒ Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T.

Previous

Next

# Request for Transcript of Tax Return - Download / Upload

If you chose to deliver a copy this alert will appear. And you will no longer be able to upload information. The document will have to be submitted offline.

## ALERT - Documents Required

This is a required document. The signed copy of this document must be manually delivered to the SBA by one of the methods specified for your region as outlined on the document delivery options link on this page.

Be sure to include your full name and application number on all correspondence submitted to the SBA.

**NOTE:** You may still submit your application online, however, the approval process **WILL NOT BEGIN** until this document has been provided to the SBA.

[I Understand](#)

Disaster Loan Application #2000003700 Progress

[Save](#)

## Request for Transcript of Tax Return - Download / Upload

- Download the completed **Request for Transcript Of Tax Return** for **JOHN WESLEY JONES Jr.**

The data collection for **your Request for Transcript of Tax Return (IRS Form 4506-T)** is complete. Click the download button below to save **your** document.

[Download](#)

- Sign and date the document.

Once downloaded and printed, be sure to **sign** and **date** the document.

- Include the signed document with your application.

Scan and attach your signed **Request for Transcript of Tax Return (IRS Form 4506-T)**.

[Browse ...](#)  [Upload](#)

Attached file must be an unprotected file in PDF format less than 38MB.

OR

If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the [document delivery options](#) page.

The signed paper document must be received by the SBA before processing of your application can begin.

☒ **I agree to deliver a copy of the completed document to the SBA.**

[Previous](#)

[Next](#)

# Request for Transcript of Tax Return - Download / Upload

Once you have downloaded your tax returns you can upload.

Successfully Uploaded will appear when finished.  
Then click "Next" to continue the process.

Disaster Loan Application #2000003700 Progress [Save](#)

**Request for Transcript of Tax Return - Download / Upload**

- Download the completed Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.  
The data collection for **your** Request for Transcript of Tax Return (IRS Form 4506-T) is complete.  
Click the download button below to save **your** document.  
[Download](#)
- Sign and date the document.  
Once downloaded and printed, be sure to **sign** and **date** the document.
- Include the signed document with your application.  
Scan and attach your signed Request for Transcript of Tax Return (IRS Form 4506-T).  

File Name
<a href="#">Browse ...</a> ELA2000003700-JOHN W JONES Jr.-Request for Transcript of Tax Return <a href="#">Upload</a>

Attached file must be an unprotected file in PDF format less than 38MB.

OR

If you are unable to attach a signed copy of the printed document, you may skip this step and submit it offline by other methods outlined in the [document delivery options](#) page.

The signed paper document must be received by the SBA before processing of your application can begin.

☐ I agree to deliver a copy of the completed document to the SBA.

[Previous](#) [Next](#)

Disaster Loan Application #2000003700 Progress [Save](#)

!!! ALERT !!! Please save your data by clicking the SAVE button shown in the upper right.

**Request for Transcript of Tax Return - Download / Upload**

- Download the completed Request for Transcript Of Tax Return for JOHN WESLEY JONES Jr.  
The data collection for **your** Request for Transcript of Tax Return (IRS Form 4506-T) is complete.  
Click the download button below to save **your** document.  
[Download](#)
- Sign and date the document.  
Once downloaded and printed, be sure to **sign** and **date** the document.
- Include the signed document with your application.  
**Your document has been successfully uploaded.**  
The file ELA2000003700-JOHN W JONES Jr.-Request for Transcript of Tax Return.pdf has been associated with your application.  
[Remove](#) this file to replace it.  
Click the Next button to continue.

[Previous](#) [Next](#)

# Filing Requirements

Once the tax returns are complete sign the final Truthful Information Statement.

Disaster Loan Application #2000003704 Progress

## Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate document delivery options are available if needed.

Complete the **Disaster Home / Sole Proprietor Loan Application** (SBA Form 5C).

✓ Disaster Home / Sole Proprietor Loan Application

Update

Complete and sign each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below. This income information, obtained from the IRS, will help us determine your repayment ability.

✓ JOHN WESLEY JONES Jr.

Document attached

Update

✓ JWJ BULDERS

Document attached

Update

Read and accept the Truthful Information Certification.

Truthful Information Certification

Start

Submit Application and Supporting Documents.

Submit Application

Complete preceding section(s) first.

WHILE NOT NECESSARY TO ACCEPT YOUR APPLICATION, YOU MAY BE REQUIRED TO SUPPLY THE FOLLOWING INFORMATION TO PROCESS THE APPLICATION. IF REQUESTED, PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:

Disaster Loan Application #2000003700 Progress

Save

## Certification as to Truthful Information

By certifying this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

**WARNING:** Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one-half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015

☒ I Certify

Previous

Next

# Submit Application

Finally you can submit your application when the “Submit” icon appears.

Disaster Loan Application #2000003700 Progress

## Filing Requirements

The following sections are required for all loan applications. A green check mark indicates that a section has been completed. Alternate [document delivery options](#) are available if needed.

Complete the **Disaster Home / Sole Proprietor Loan Application** (SBA Form 5C).

✔ Disaster Home / Sole Proprietor Loan Application

Update

Complete and sign each **Request for Transcript of Tax Return** (IRS Form 4506-T) shown below. This income information, obtained from the IRS, will help us determine your repayment ability.

✔ JOHN WESLEY JONES Jr.

Document attached

Update

Read and accept the Truthful Information Certification.

✔ Truthful Information Certification

Update

Submit Application and Supporting Documents.

Preview Electronic Loan Application

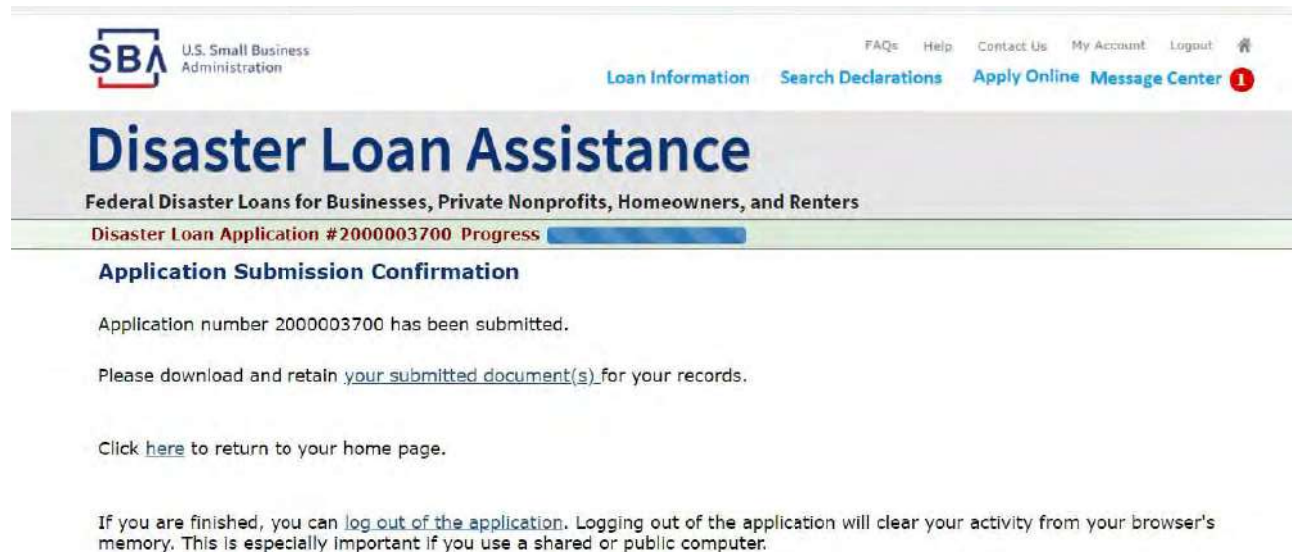
Preview

Submit Application

Submit

# Application Submission Confirmation

After submission you will see that your application number has been submitted.



The screenshot shows the SBA U.S. Small Business Administration website. The header includes the SBA logo and navigation links: Loan Information, Search Declarations, Apply Online, and Message Center (with a red notification icon). The main heading is "Disaster Loan Assistance" with the subtitle "Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters". Below this, a progress bar indicates "Disaster Loan Application #2000003700 Progress". The section title is "Application Submission Confirmation". The text states: "Application number 2000003700 has been submitted." It then says: "Please download and retain [your submitted document\(s\)](#) for your records." and "Click [here](#) to return to your home page." At the bottom, it notes: "If you are finished, you can [log out of the application](#). Logging out of the application will clear your activity from your browser's memory. This is especially important if you use a shared or public computer."

SBA U.S. Small Business Administration

FAQs Help Contact Us My Account Logout

Loan Information Search Declarations Apply Online Message Center 1

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003700 Progress

### Application Submission Confirmation

Application number 2000003700 has been submitted.

Please download and retain [your submitted document\(s\)](#) for your records.

Click [here](#) to return to your home page.

If you are finished, you can [log out of the application](#). Logging out of the application will clear your activity from your browser's memory. This is especially important if you use a shared or public computer.

# Message Center



[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#) 

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#) 1

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

### Message Center

Click on any message to view the contents. Clicking the Delete link will delete the message immediately.

Subject	Received	
SBA Application No. 2000003700 - Submit Confirmation	3/14/2020 4:11:39 PM	<a href="#">Delete</a>

[« Home Page](#)

[SBA.gov](#)

[3-Step Loan Process](#)

[FEMA Disaster Assistance](#)



# Home Page

After completing application you automatically return to the home page.

From here you can check the status of your application by clicking the "Status" icon.

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Hello, John

### My Applications & Loans

**Business Application #2000003704**  
Applicant: JONES, JOHN WESLEY  
Status: SUBMITTED  
Last Updated: 3/15/2020

   
Status Documents

**Home Application #2000003700**  
Applicant: JONES, JOHN WESLEY  
Status: RECEIVED-IN REVIEW  
Last Updated: 3/15/2020

   
Status Documents

  
Eligible Disaster Areas

  
Apply Online

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

# Application Status

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

### Application Status

**Current Application Status: RECEIVED-IN REVIEW**

**Application Number:** 2000003700  
**Loan Type:** Home  
**Disaster Name:** VA-00485 - 2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50  
**Status Change Date:** March 14, 2020  
**Status Description:** We received your SBA disaster loan application and we are reviewing it to make sure you have submitted the required documents needed to process your loan request. We will contact you if you need to submit additional information in order to complete your loan application.

[« Home Page](#)

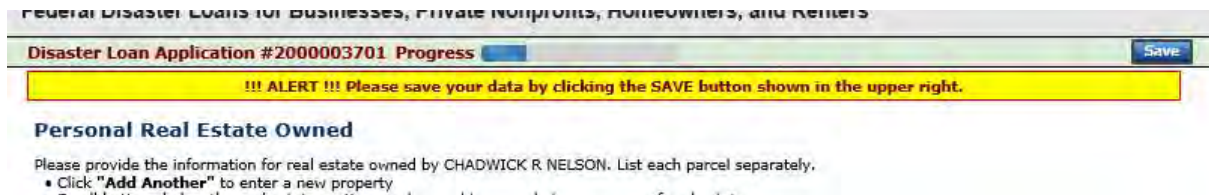
[SBA.gov](#)

[3-Step Loan Process](#)

[FEMA Disaster Assistance](#)

# Special Note

If you receive a message like the one below, depress “SAVE” so that you don’t lose your information.



The screenshot shows a web application interface for disaster loans. At the top, a progress bar indicates the status of the application. Below the progress bar, a yellow alert box contains the text: "!!! ALERT !!! Please save your data by clicking the SAVE button shown in the upper right." To the right of the alert box is a blue button labeled "Save". Below the alert box, the section is titled "Personal Real Estate Owned". The text below the title reads: "Please provide the information for real estate owned by CHADWICK R. NELSON. List each parcel separately." A bullet point indicates: "Click 'Add Another' to enter a new property".

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application #2000003701 Progress Save

!!! ALERT !!! Please save your data by clicking the SAVE button shown in the upper right.

**Personal Real Estate Owned**

Please provide the information for real estate owned by CHADWICK R. NELSON. List each parcel separately.

- Click "Add Another" to enter a new property

## SBA Disaster Loan Customer Service

Applicants may apply online, receive additional disaster assistance information and download applications at <https://disasterloan.sba.gov/ela>.

Applicants may also call SBA's **Customer Service Center at (800) 659-2955** or email [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov) for more information on SBA disaster assistance.

Individuals who are deaf or hard of hearing may call (800) 877-8339 or email [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov).

Completed applications should be mailed to U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, TX 76155.