



THE STAR OF NORTH TEXAS

BONHAM

Economic Development Corporation

Emergency Assistance Guidelines

(Revised July 27, 2020 See page-3)

The Bonham Economic Development Corporation Board of Directors recognize the hardships and wish to help mitigate the economic impact of the COVID-19 pandemic on our local businesses and economy. BEDCO is making cash relief loans available with a maximum award of \$10,000. These loans are intended to help local businesses retain their employees and resources needed to survive during these trying times. The loans will be made available pending final review of BEDCO Emergency Assistance Committee. Loans will be provided only to businesses within the city limits of the City of Bonham.

Businesses that do NOT qualify for the program

- Home based Businesses (must have or be establishing a store front in Bonham)
- Grocery stores, Big Box Stores
- Construction and real estate development and sales
- New or Used automotive sales
- Banks, lending and financial institutions
- Gas stations and convenience store
- Non-profit entities, organizations or associations
- Medical and health providers and related service companies and vendors
- Auto mechanics and auto repair shops
- Plumbers, HVAC technicians and electricians
- Smoke Shops
- Pawn Shops

DISCLAIMER: Emergency Assistance loans are not guaranteed and are subject to the availability of funds.



BEDCo COVID-19 Small Business Emergency Assistance (EA) Loan Application

Contact Information

First/Last Name of Business owner _____

Name of Business _____

Business Type _____

Address of Business _____

Email Address _____ Phone Number _____

Cell Phone Number _____

Workforce

How many total employees were employed at the business on March 1, 2020

Full-time Employees: _____ Part-time Employees: _____

Number of current or anticipated employees as of, May 28, 2020 or when
reopened _____

Business Impacts

What are the impacts to your business from COVID-19 **Check all that apply.**

- | | |
|--|---|
| <input type="checkbox"/> Business closure- Temporary | <input type="checkbox"/> Inability to respond to home delivery requests |
| <input type="checkbox"/> Reduced hours of operation | <input type="checkbox"/> Interrupted supply/deliveries from vendors |
| <input type="checkbox"/> Employee layoffs/furloughs | <input type="checkbox"/> Inability to serve customers |
| <input type="checkbox"/> Revenue decline | <input type="checkbox"/> Decreased customers |
| <input type="checkbox"/> Inability to pay salaries | <input type="checkbox"/> Inability to pay other business expense |

Documentation to be submitted with this Application:

Please attach in order and /or clearly label the document

- Copy of Texas Sale and Use Tax Return for FY 2019
- Copy of Texas Workforce Commission Quarterly Wage Report 2019
- Receipt or cancelled check of most recent lease/mortgage payment
- Receipt or cancelled check of most recent utility payment(water,electric,gas,,etc..)
- Completed W-9
- Copy of Photo ID
- 2019 Profit and Loss Statement
- 12/31/19 Balance Sheet
- If you applied for COVID-19 Federal grant/ loan program were you
 Accepted
 Rejected
- Include proof of application and results.

**Directions for Submitting BEDCo COVID -19 Small Business
Emergency Assistance (EA) Loan Application**

Turn-in YOUR completed application *and All* documents
(via US Mail or drop-off hardcopy) at:

Bonham City Hall,

Attn: Steve Filipowicz,

514 Chestnut St., Bonham, TX 75418

*If this causes you/your business a hardship, then please call Steve
and he will arrange to pick them up*

Questions? Call: Steve Filipowicz (BEDCo Direct) Ph# 903-640-0717

Why can't I email them? BEDCo is committed to the security of your personal data & financial information. *By working with hard copy your application and the supporting documents minimize the risk of unauthorized disclosure!*

Thank you for your cooperation 'helping BEDCo, help YOU.'

Acknowledgements/ Signature

Please check each statement acknowledging that you have read and affirm the information you submitted within this application is true and accurate to the best of your knowledge.

- My business is located within the incorporated city limits of Bonham, in a commercial setting. (Home-based businesses are not presently eligible.)
- My business has fewer than 10 full time employees.
- I affirm that my business has experienced or is projected to show a reduction in gross receipts of at least 25%.
- I affirm that I will work with the BEDCO due diligence committee to construct a Performance Agreement that is tailored for my business and will sign such document.
- I affirm that I nor my business does not and will not knowingly employ any undocumented worker.
- I affirm that I give my permission to the Bonham Economic Development Corporation to complete a background check and to preform credit report requests as required. Form for permission is included with this Application form.

Business Legal Name _____
(This is who we make the check out to)

Signed: _____
Owner or Legal Representative Title

Date: _____

BEDCO use only:

Date rec'd: _____ Date review: _____ Action taken: Approved/Disapprove

Reason: _____

Reviewed by: _____

{If approved} Submitted to Fin for payment: _____ (Date)