

Survive and Advance

Paycheck Protection Program Loan Applications

Application Process Begins April 3, 2020

April 1, 2020

Beginning April 3, 2020, SBA approved financial institutions will begin accepting applications from small businesses and specific nonprofit organizations with under 500 employees.

Starting April 10, 2020, independent contractors and self-employed individuals can apply. We encourage you to apply as soon as possible due to the funding cap.

To apply, download the application from the U.S. Treasury's website - [Protection-Program-Application-3-30-2020-v3.pdf](#). You will need the following information:

- Tax Identification Number (TIN)
- Average monthly payroll based on:
 - Employee wages (excluding costs over \$100,000 on an annualized basis for each employee) for 2019, including paid time off, sick pay, and family medical pay. You can obtain this information from your payroll providers
 - Withholding for state and local taxes on employee compensation
 - 1099's paid to independent contractors of the core business that provide employee type functions
 - Documentation regarding amounts paid for employee health insurance for the past 2019
 - Documentation regarding the amounts paid for retirement plan funding for the past 2019
- Number of employees in your business or organization
- Specific uses for loan money
- List of owners who hold at least 20% ownership

After you complete your application, contact your current financial institution to find out if they are an approved SBA lender. If they are not an approved SBA lender, we can help you find one. Either way, we are here to help and walk you through the process. All loans have the same terms regardless of the institution.

Smith Brothers has set up a Survive and Advance team to help the small business community navigate through the difficult decisions and issues associated with layoffs, furloughs, SBA and Stimulus Loan offerings. Things are moving fast and there is a heavy amount of questions so we will do our best to help you through this.

Please call one of our team members listed below for help. You can also reference our Survive and Advance web page for the most up to date information - <https://smithbrothersusa.com/survive-advance-coronavirus/>

Attorney Michael Dunn: Office: (860) 430-3260 Email: mdunn@greentreeriskmgt.com

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Smith Brothers - Survive and Advance Team Purpose

To help our business communities survive through these difficult times and look at the long-term ability to advance and be sustainable. Our goal with the Payment Protection Program is to become “helpers” to the business community and the U.S. Treasury in expediting the access to this cash made available under The CARES Act.