

Lender/Credit Union Information

Lender/Credit Union Name:			
Contact Name:		Contact Title:	
Email Address:		Fax:	
Address:		Phone :	
City:	State:	Zip:	County:
Employer Identification # (EIN):			

Loan Information

Borrower Name:		CEO/Owner Name:	
Contact Name:		Contact Title:	
Email Address:		Fax:	
Address:		Phone :	
City:	State:	Zip:	County:
Original Loan Amount: \$		Outstanding Principal Amount: \$	
Accrued Interest: \$			
Loan Type: <input type="checkbox"/> Line of Credit <input type="checkbox"/> Term Loan <input type="checkbox"/> Other			
Date of Determination of Uncollectability (must be within 120 days of claim submission):			
Balance in the CEP Cash Collateral Account (if applicable):			

Amount of Claim (must not exceed original loan amount enrolled):
a) Principal: \$
b) Accrued Interest: \$
Total Claim Amount (a+b): \$

Attachments

The Lender/Credit Union must attach the following:

1. Event log detailing collection efforts
2. Evidence of final judgment entry
3. Loan transaction history
4. Evidence of enforcement of personal and/or corporate guarantee
5. Bankruptcy discharge (if applicable)
6. Settlement statement for sale of business or collateral
7. Evidence of the disposition of collateral
8. Signed cover letter stating that all legal remedies have been pursued and no other collection efforts are taking place

Certification

Lender/Credit Union Certifies and Acknowledges that to the best of his/her knowledge, all information provided on and with this form is true and correct.

Authorized Signature _____ Date _____

Printed Name and Title _____

Attention Lenders/Credit Unions

Email form to: CEP@development.ohio.gov

- or -

Mail form to: Manager, Office of Business Assistance,
Ohio Development Services Agency
77 S. High Street, 24th Floor, P.O. Box 1001, Columbus, Ohio 43216-1001
or fax form to: (614) 466-4172

For information, please call (800) 848-1300 ext. 65700