

SBA Financing Partner for Small Businesses



ABOUT HEDCO LDC AND SBA 504 PROGRAM

Established 1981

HEDCO LDC (HEDCO) is a non-profit community-based company licensed by the Small Business Administration (SBA) to make loans under the SBA's 504 Loan Program. We service small businesses in the State of Hawaii, Guam and selected areas of the South Pacific.

The **504 Loan Program** provides a financing option for the acquisition of fixed assets for small businesses. HEDCO partners with a third-party lender and the borrower to finance the project.

Interest Rate is set at the time the 504 loan is funded.

Loan Program Terms include either a 10-, 20-, or 25-year fixed rate, fully amortizing loan.

LENDING LIMITS 504 LOAN PORTION ONLY

Limited to 40% of the total project cost including eligible SBA administrative costs up to a maximum of:

1. **\$5.0 million (gross)** all eligible projects
2. **\$5.5 million (gross)** per project for eligible manufacturer, or energy-efficient projects that reduce energy consumption by at least 10% of plant, equipment, process upgrades for renewable energy projects, or generates more than 15% of the energy used by the project

Minimum 504 loan limit \$25,000. No more than 50% of eligible project costs can be from Federal sources.

BASIC SBA & 504 PROGRAM ELIGIBILITY REQUIREMENTS

1. **Must be owner operated for-profit entity** located in the State of Hawaii, Guam or other areas HEDCO LDC is authorized to operate in
2. **100% ownership by U.S. citizens or U.S. nationals**
3. **Meets SBA size standards as follows:**
 - ◆ Tangible net worth of business \$20 million or less, **AND**
 - ◆ Average after-tax profit of \$6.5 million and less for the last 2 operating years
4. **Meets Economic Development Objectives:**
 - ◆ Job creation or retention goal: 1 position per **\$150,000** of 504 loan portion only
 - OR**
 - Meets community development or public policy goals defined by the SBA

ELIGIBLE PURPOSES

Fixed asset financing for:

- ◆ Acquisition of commercial property; land, building
- ◆ Building construction
- ◆ Renovations/Expansions/Conversions of commercial building, leasehold improvements
- ◆ Plant/Machinery/Equipment purchases
- ◆ Marine facility; including fishing & commercial boats

FIXED ASSET REQUIREMENTS

- ◆ **EXISTING BUILDING:** Business must occupy at least 51% of the building
- ◆ **NEW CONSTRUCTION:** Business must occupy at least 60% of the new construction initially and increase its occupancy to 80% within 3 yrs. Up to 20% may be leased permanently to third party.
- ◆ **MACHINERY/EQUIPMENT:** Minimum 10-year economic life

BENEFITS OF A HEDCO LDC 504 LOAN FOR THE BUSINESS

- ◆ **PRESERVE CAPITAL** Down payment as low as 10%
- ◆ **LONG TERM FIXED RATES** 10-, 20-, or 25-year loan terms
- ◆ **STABLE MONTHLY PAYMENTS** to manage facilities costs
- ◆ **Up to 1% or \$10,000 out-of-pocket fees paid by HEDCO LDC** (costs related to the 504 loan)
- ◆ **COMPETITIVE FIXED RATES**
- ◆ **EXTRAORDINARY CUSTOMER SERVICE**

FINANCING STRUCTURE FOR THE 504 PROGRAM

Financing % contribution structure:

Source	Type 1	Type 2	Type 3
Borrower	10%	15%	20%
HEDCO*	40%	35%	30%
Lender **	50%	50%	50%
Total	100%	100%	100%

Type 1: Standard financing structure — most common

Type 2: New business **OR** special purpose property

Type 3: New business **AND** special purpose property

* See Lending Limit info

**Lender pays SBA a 1/2% fee on its permanent loan amount

SAMPLE:

\$1,000,000 Real Estate Project	Lender	HEDCO LDC	Small Business
Loan Amount	\$500,000	\$400,000	\$100,000
% of Project	50%	40%	10%
Term	10-yr. note (20-25 yr. amortization)	20 years or 25 years	Equity
Interest Rate	Market	Fixed	
Collateral	1st mortgage	2nd mortgage	

RECENT PROGRAM CHANGES

For Applicant Businesses and Third Party Lenders:

- ◆ When Total Project Cost is \$5.0 million or more:
 - Applicant business will need to furnish highest level of financial statements prepared in addition to Federal Tax Returns
 - Third Party Lender will need to provide its Credit Memo including analysis of project, cash flow and risk assessments



Contact Us...

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Application Checklist

For Project:

1. Project cost documents (PSA or DROA, construction contract estimates, vendor quotes for machinery and equipment, etc.)
2. Independent appraisal (to be provided by the lender) – report must name HEDCO LDC/U. S. Small Business Administration as the requestors and intended users in addition to the lender. Report must also include at least two (2) approaches to value.
3. Environmental inspection analysis – SBA environmental questionnaire and Records Search and Risk Assessment (RSRA) report at minimum. Further environmental due diligence (ie. Phase I/Phase II ESA) may be required depending on project property location and current and past occupants of the project property. SBA Reliance Letter and evidence of insurance from the environmental company is required for all Phase I/Phase II ESA reports)
4. Copy of bank Term Sheet, Commitment Letter (Third Party Lender's Credit Memo including project, cash flow and risk analyses when total project cost is \$5.0 million or more)
5. Copy of latest preliminary title report

For Operating Company:

1. Brief history and description of the Operating Company (OC)
2. Articles of Incorporation and By-Laws/Operating Agreement for LLC/Partnership Agreement of OC and EPC (Eligible Passive Company)
3. Financial Information for operating company:
 - A. 2 years (most recent) of highest level financial statements prepared for OC (ie., Audited, Reviewed), applicable when total project cost is \$5.0 million or more)
 - B. 2 years (most recent) federal income tax returns including schedules – SIGNED by authorized officer
 - C. Current (within 90 days) Financial Statements (balance sheet and income statement)
 - ◆ Aging of Payables and Receivables
 - ◆ Schedule of Notes Payable (may use SBA's Schedule of Indebtedness form)
 - ◆ Projections for two years with detailed description of assumptions used, where applicable
 - ◆ If the business is a contractor - current jobs-in-progress schedule
 - D. **For new business**, projected monthly cash flow analysis for next 24 months with detailed description of assumptions used in projections

Other items for operating company, as applicable:

1. Financial information for affiliates/subsidiaries: Where applicable, highest level financial statements and federal income tax returns for current two fiscal years – SIGNED by authorized officers (NOTE: Affiliate businesses required to be part of project financing also need to comply with item 3 above)
2. Franchise Agreements **and** the FTC Disclosure Statement
3. Existing or proposed lease agreements with terms and expiration date
4. Business plan if company is a start-up and new business (2 years or less in business)
5. Schedule of any previous government financing received by applicant business, affiliated companies and its principals (include name of government agency, original loan date and amount, outstanding balance, status, and collateral /security) NOTE: This includes SBA PPP and EIDL loans

For all principals/guarantors:

1. Personal financial statement dated within 90-days (lender's PFS form is acceptable)
2. Copy of one form of photo identification (Driver's license/passport/military ID/ government ID)
3. Personal federal income tax returns (1040) for the last full calendar year - SIGNED by taxpayer(s)
4. Brief resume of individuals involved in the day-to-day management of the OC (include Military service, educational background, work experience and any relevant licenses, certifications or professional designations)
5. Trust agreements if trust has ownership in the company, is a guarantor, or will hold title to the project property

Note: completion and signature of other applicable SBA forms will be required. Forms forwarded to applicant borrower after receipt of financing request and checklist items.