

Pre-Application

- I have determined the applicant is a good fit for the SBRL
- The applicant's business is NOT one of the following:
 - Businesses suspended or disbarred by the federal government
 - Licensed Cannabis Operations
 - Businesses engaged in any socially undesirable activity or activity that may be considered predatory in nature, such as rent-to-own businesses and check cashing businesses
 - Businesses of a prurient sexual nature ("adult" businesses)
 - Businesses primarily engaged in political or lobbying activities
 - Businesses that restrict patronage for any reason other than legal requirements
- The business is located in Washington State
- The business employs 20 FTE employees or less
- I confirmed possession of or helped the applicant apply for a UEI
- I informed the applicant of the documents needed for the application appointment
 - A valid/current Washington state business license or tribal license
 - A valid/current certification of formation (for LLCs or corporations)
 - A valid/current Washington ID/driver's license

Application

- I have verified that all the document information is consistent and valid
- Actual document used to verify identity:
 - Driver's license, state ID, passport etc. The application will require the SBRN partner to upload this document to the portal.
- Business License or Tribal License
- Unique Entity ID or confirmation that it is in process
- Social security number (SSN) or individual taxpayer identification number (ITIN) or employer identification number (EIN)
- Description of loan use



Post-Application

- I have supported the borrower in providing their UEI
 - I have supported the borrower if they needed assistance in signing loan documents
 - I have supported the borrower when/if their payments become delinquent on the loan
 - I have supported the borrower as they exited the loan program
 - I have followed up with the borrower upon the completion of the CBPP to continue TA support
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