

STATE OF RHODE ISLAND
APPLICATION FOR HISTORIC PRESERVATION

APPLICATION INSTRUCTION SHEET

Historical Preservation Loan Fund

Attached is an application for a Historical Preservation Loan.
The Application consists of four (4) parts.

PART I PROPERTY AND APPLICANT INFORMATION AND LOAN REQUEST

Complete property and applicant information as instructed. Indicate the amount requested and whether you are requesting special terms, such as a balloon repayment schedule. Please be as specific as possible about the special terms you are requesting. Consultation with an accountant may be helpful in answering this question, as well as in assembling information for Part III, FINANCIAL INFORMATION.

PART II PROPOSED WORK

To the best of your ability complete the proposed work section indicating the projected cost for each work item. If a loan would fund a portion of a larger project, please describe the TOTAL project, indicating which items will be loan-assisted. When possible, cost estimates should be obtained for each work category, enabling you to submit a most accurate figure for your loan request. A 10 percent contingency fee must be added to the loan amount which you are requesting to anticipate any cost over-runs. You do not need final construction plans and specifications for this application. PLEASE NOTE THAT SLIDES MUST BE SUBMITTED WITH THIS APPLICATION.

The attached Primary and Secondary Evaluation Criteria will be used by the Commission to evaluate your application. Please supply any additional information you want the Commission to consider.

PART III FINANCIAL INFORMATION

This portion of the application provides the Commission with a clear financial view of the applicant's ability to repay the loan. This part consists of Sections A-C to be completed by ALL applicants. If your property will be INCOME-PRODUCING, you must also complete Section D. It might be helpful for some applicants to consult with an accountant in preparing and documenting the financial information.

Section A: Income and Expenses. Complete as instructed and attach a SIGNED copy of your most recent Federal Income Tax return. Please submit a complete copy including all schedules and attachments and the applicant's signature.

Section B: Assets and Liabilities. Complete as instructed and attach any additional information you want the C Commission to consider.

Section C: Value of Subject Property and Mortgages and Liens.

Complete as instructed, attaching appraisals as available.
IF YOUR PROPERTY WILL BE INCOME-PRODUCING, COMPLETE SECTION

D. IF IT WILL NOT, THEN OMIT SECTION D AND PROCEED TO PART IV.

Section D: COMPLETE THIS SECTION AS INSTRUCTED, ONLY IF YOUR
PROPERTY IS INCOME-PRODUCING.

PART IV

ASSURANCES

Read Carefully and Sign

Applications may be mailed or hand delivered to:

Rhode Island Historical Preservation & Heritage Commission
150 Benefit Street
Providence, RI 02903

PLEASE ANSWER ALL QUESTIONS.

ANY QUESTIONS ABOUT THE APPLICATION SHOULD BE DIRECTED TO THE COMMISSION.

INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.