

Wilmington Revolving Loan Program Policy

The Town of Wilmington's Revolving Loan Program is designed to help new or existing businesses start up or relocate in the Town; as well as help businesses that are already in Town to expand. The purpose of this loan program is to help create jobs or to help maintain existing jobs. This funding can be used for different purposes including, but not limited to; the purchase of machinery or equipment, leasehold improvements, interior and exterior signs, inventory purchases, code improvements, etc.

This loan program is designed to encourage business growth within Wilmington, provide flexible repayment options, and offer low interest rates to applicants. This loan should be a secondary source of funding with banks or other funding sources being the initial source of funding request.

A. Eligibility

- Any for-profit corporation, partnership, sole proprietorship, or Limited Liability Corporation in the Town of Wilmington.
- Must be able to show the creation of jobs, either full or part time and/or maintaining existing jobs.
- Applicants are expected to demonstrate that other potential funding sources have been explored and determined to be unavailable, inadequate, or otherwise not feasible
- Must be current on all Town taxes and has not been cited by the Wilmington Police Department for illegal activity.
- The new or existing business shall not place a high demand on Town services.

B. Loan Terms

- Maximum Loan Amount \$30,000
- Interest Rate One half of current prime rate plus 2%, but not to exceed 6%.
- Fees A non-refundable administrative fee of \$100-\$1,000 may be assessed.
- Collateral A first security interest on furniture fixtures, equipment, inventory, etc according to the Vermont UCC codes or a duly recorded mortgage interest on property owned by the applicant.

C. Use of Loan Proceeds

- Loans can be used for a variety of purposes such as equipment purchases, inventory purchases, leasehold improvements, lighting, signs, marketing, computers, working capital and other business assets.
- Loans may not be used for: Refinancing existing debt or real estate purchases.

D. Loan Application Process

- Complete the Town of Wilmington's application form and a Personal Financial Statement.
- Provide a copy of a current (within 6 months) credit report.
- A Business Plan is required for new or start-up businesses.
- Existing businesses should provide a copy of the last three year's business Tax Returns.
- The Wilmington Selectboard will make final decisions on applications in Executive Session at the next regularly scheduled Selectboard meeting.

Contact:

Gretchen Havreluk

Economic & Community Development Consultant

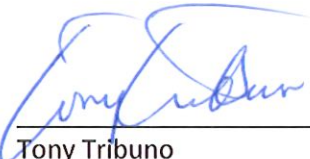
ghavreluk@wilmingtonvt.us

(802)464-8591 ext 117

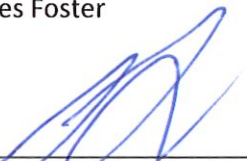
Approved by the Wilmington Selectboard August 19, 2025


Thomas Fitzgerald


Vince Rice


Tony Tribuno


Charles Foster


John Lebron

WILMINGTON REVOLVING LOAN APPLICATION

BUSINESS CONTACT INFORMATION

Applicant Name:			
Company Name & Employer ID:			
Phone:		Cell Phone:	
E-mail:			
Company Street Address:			
City:		State:	ZIP Code:
Company Mailing Address:			
Date Business Commenced:		Number of Employees:	
Industry/Product/Service:			
Sole Proprietorship:		Partnership:	Corporation:
Other:			
Applicant Address:			
City:		State:	ZIP Code:
Social Security Number:		DOB:	
How long at current address?			
Personal Telephone:		E-mail:	
REVOLVING LOAN AMOUNT & TERM			
Amount Requested:		Term Requested:	
Purpose of Loan (include how many jobs full/part-time will be created and projected increase of income and clients):			
If Equipment include Purchase Price:			
Collateral for Loan:		Value of Collateral:	

DECLARATIONS

Please provide additional information in the notation section for any "Yes" answers.

1. Is the applicant or any of the proposed guarantors' party to any lawsuit and/or outstanding judgment? ☐Y ☐N
2. Has the applicant or any of the proposed guarantors ever filed for personal bankruptcy or served as an officer for a company that declared bankruptcy?
☐Y ☐N
3. Is the applicant or any of the proposed guarantors' party to taxes or credit obligations that are past due? ☐Y ☐N
4. Is the applicant or any of the proposed guarantors presently under indictment or probation, or parole, or been convicted of any criminal offense other than minor traffic violations? ☐Y ☐N

AUTHORIZATIONS

I/We for ourselves, and as an authorized signer of the applicant, certify that everything stated in this application and on any attachment is correct. You may keep this application whether or not it is approved. By signing below, I/we authorize The Town of Wilmington and its affiliates, to obtain and use credit reports, process this application, process any requested changes to my/our accounts, review performance of my/our accounts and to collect any credit extended to me/us. It is understood that a photocopy of this form will also serve as authorization. I/We understand that I/we must update this credit information at your request and/or if my/our financial condition changes. I/We acknowledge that the credit being applied for will be used for business purposes. In addition, I/We acknowledge that the information provided in this application will be shared with other members of the Town's staff and possibly the Wilmington Select Board.

Applicant Signature: _____ Date: _____

Please submit with a current (within 6 months) credit report (reports can be obtained through Creditkarma.com or Freecreditreport.com). Also 3 years of business tax returns, if a new business financial projection and a business plan. You will be notified of the amount of the Administration Fee.

Town of Wilmington
2 East Main Street
P.O. Box 217
Wilmington, VT 05363
Or email: ghavreluk@wilmingtonvt.us

INTERNAL USE ONLY

Loan Amount Approved by Select Board	
Interest Rate Approved by Select Board	
Authorizing Signature & Date	
Authorizing Department	