

Submitted by: _____

(Authorized Company Officer Signature)

By: Jeff Fiquid VP/ASSIST. Sec.
(Print Name and Title)

PROJECT CHECK LIST

Explanatory Letter requesting action by the Authority including:

1. Nature of Project
2. Project location or locations under consideration
3. Project size and breakdown of estimated costs
4. Number of jobs created or saved
5. Salaries of job classifications
6. Other information you deem pertinent to the Application

Financial information including:

1. Three (3) years of financial statements (audited preferred)
2. Three (3) year pro-forma of Project's operations
3. A general statement about financing the project and your relationship with Lender
4. Other financial information you deem pertinent

NOTE:

NINE (9) complete sets must be provided to the office of the Executive Director to the Authority at least one week prior to the next scheduled Authority meeting, which are regularly scheduled for the second Tuesday of each month.

Please forward all information to:

Ms. Maria Mullins
Director
One Decatur Town Center
150 East Ponce de Leon Avenue
Suite 320
Decatur, GA 30030

Any inquiries may be directed to the following persons:

Ms. Maria Mullins, Director 404-687-2730

Ms. Wanda Kight, Sr. Project Manager 404-687-2747