



Guidelines Grow Missouri Loan Fund

Missouri Department of Economic Development
Effective April 8, 2011



1. Program Summary:

- a. Purpose: Facilitate the funding of an expansion project that would be unlikely to occur without the Grow Missouri Loan in order to create or retain full-time jobs for targeted businesses.
- b. Key Benefits of Grow Missouri Loan:
 - Principal and interest payments may be deferred for up to 3 years (4 years for minority business enterprises (MBE) and woman business enterprises (WBE) to aid in obtaining approval for the other project financing. After the initial deferral period, payments may be interest-only for up to 3 additional years. The maximum term of the loan is 8 years.
 - The collateral may be subordinated to the primary lender.
 - An approved applicant will have 120 days after DED’s approval of the [loan application](#) to secure commitments of the other financing for the expansion project; therefore, there is no need to have the entire project financing secured when applying.
 - Interest rates are 2% fixed rate per annum. (MBE/WBE is 0% rate.)

c. Funding Limits:

- The Grow Missouri Loan cannot exceed: (a) **10%** of the total “leveraging sources of funds” (private loans and equity); (b) **\$3 million** per qualified company; or (c) **\$75,000** per new and/or retained job, whichever of these would result in the lowest amount.
- Applications for the available funding of \$10 million will be received at any time until the funding is exhausted.

<u>Example of 10% Grow Missouri Loan limitation:</u>	
* Total Project Cost:	<u>\$1,200,000</u>
* “Leveraging Sources”:	
- Bank Loan:	\$800,000
- Equity:	\$100,000
- Grow MO Loan:	<u>\$100,000 (10%)</u>
- Total Leveraging Sources:	\$1,000,000
* “Non-Leveraging Sources”:	<u>\$200,000</u>
* Total Project Sources:	<u>\$1,200,000</u>

d. Eligibility:

- Generally, for-profit “primary” companies (that mostly sell/compete outside the local market area) are eligible. Section 8(j) below specifies the types of companies that are not eligible.
- Applicants must demonstrate a reasonable ability to create at least 1 new or retained job for every \$75,000 of Grow Missouri Loan funding within 5 years of approval. Such new or retained jobs must have average wages that are at least 80% of the [county average wage](#), or 70% within [Enhanced Enterprise Zones](#) or MBE/WBEs.

e. Key Restrictions:

- The Grow Missouri funds and the other “leveraging sources of funds” (private loans and equity, as defined in Section 8d) to be used for the project may not be used for refinancing existing debt or replacing existing equity. There is no prohibition on the use of “non-leveraging sources” (as defined in Section 8g below) for refinancing.
- None of the “leveraging sources of funds” (Section 8d below) can have been spent prior to the DED’s approval of an application.
- The expansion project does not involve relocating the project facility from another community in Missouri, or if so, the existing community has endorsed the relocation to DED. Also, this project does not, or will not, cause the reduction of employment at a related facility located in Missouri.
- The qualified company (including affiliates) must have less than 500 full-time employees (full-time equivalent basis) at all locations, inside or outside Missouri, at the time the application is submitted. “Affiliates” are generally other entities that have control, or could have control on the qualified company, as defined by [SBA](#).

2. **Information and Assistance:**

- a. Grow Missouri Loan Fund - contact: Missouri Department of Economic Development, Division of Business and Community Services, Finance Team; telephone: 573-751-4539, or email: dedfin@ded.mo.gov.
- b. Other Potential Funding Resources: The Grow Missouri Loan is not designed to assist every project. There are several other local, state and federal business financing and incentive programs that may be a better fit for a project or may be used with Grow Missouri. See Section 14 below for more information, or contact DED’s Sales Team at 573-751-9045. Visit www.MissouriDevelopment.org (Click on “BCS Programs”) to view the other financing and incentive programs available.
- c. Business Planning and other Technical Assistance:
- Small Business and Technology Development Centers (32 locations throughout Missouri): <http://www.missouribusiness.net/sbt/dc/centers.asp>.
 - Missouri SourceLink: Provides research and assistance about Missouri business licenses and registrations and access to business development resources across the state. Contact: Telephone: (866) 870-6500; e-mail: info@mosourcelink.com, or visit www.mosourcelink.com.
 - Missouri Enterprise: Provides assistance for manufacturing productivity improvement, ISO/quality management systems, and growth and business strategies. Contact: www.missourienterprise.org, office locations and phone numbers at <http://www.missourienterprise.org/ContactUs/OfficeLocations/tabid/118/Default.aspx>.

3. **Program Authorization:** The Grow Missouri Loan program is funded by a federal grant to the State of Missouri from the US Department of Treasury under the State Small Business Credit Initiative, enacted as part of the Small Business Jobs Act of 2010.

4. **Application Process:**

- a. **Application:** Qualified companies should apply to the Missouri Department of Economic Development (DED) using the [application](#) provided. Applications that are incomplete are considered non-responsive and will not be approved. The application documents (specified below) should be emailed to dedfin@ded.mo.gov, and one original signed copy of the application must be delivered to:

Missouri Department of Economic Development Grow Missouri Loan Program Division of Business and Community Services, Finance Section 301 West High Street, Suite 770 P.O. Box 118 Jefferson City, Missouri 65102
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- b. **Application Documents:**
- [Application](#) (Excel file)
 - Commitments from other funding sources, if applicable. (See line 36 of the Application)
 - Financial and Business Information. (See Section 13 below for a listing.)
 - Company Certification – signed and notarized. (Section 15 below)
 - [Tax Clearance Certificate](#) (Section 4e below)
 - [E-Verify](#) Memorandum of Understanding (Section 4f below)
- c. Any funds spent for the project prior to DED’s approval are not considered “leveraging sources of funds” (Section 8d below), including equity, bank funding, or other sources. Certain other funding sources (“non-leveraging sources”, Section 8g below) may be used for the project, and may be spent prior to DED’s approval.
- d. There is no deadline for the submission of an application. Applications meeting all requirements may be funded on a rolling basis. Applications will be accepted until the \$10 million of available funding has been exhausted.
- e. **Tax Clearance Certificate:** Applicants must submit a tax clearance certificate (valid for 45 days) to DED provided from the Missouri Department of Revenue. A tax clearance can be requested by completing a Form 943, which can be obtained at <http://dor.mo.gov/forms/943.pdf>.
- f. **E-Verify:** Applicants must be enrolled in E-Verify and submit to DED an electronically signed Memorandum of Understanding. Find more information and enroll at <https://e-verify.uscis.gov/enroll/>.

- g. Review Criteria: DED will consider the following factors in reviewing an application:
- The financial stability and creditworthiness of the qualified company, and credit history of the primary owners.
 - The need for the loan in order to facilitate the availability of private lending for the project.
 - The validity and reasonableness of the qualified company's revenue and cost projections.
 - The quality of the company's management.
 - The amount of new equity the owners are contributing based on their available resources.
 - The overall size and quality of the proposed project, including, but not limited to, the number and wages of the new or retained jobs, amount of new capital investment, average wage of the new or retained jobs, growth potential of the company, and the potential multiplier effect of the project.
 - The level of economic distress of the area (unemployment rate, income levels, etc.) relative to those of statewide averages for metro or non-metro areas.
 - The project's relationship to one or more of DED's targeted industries as published by DED.
- h. Negative Factors Impacting Approval: A loan request likely will be denied if the qualified company, or any of its owners or managers:
- Has a poor credit history (business or personal);
 - Is delinquent on any child custody payments;
 - Fails to meet program eligibility criteria; or,
 - Financial information or projections are incomplete or inadequately documented.
- i. Approval: Upon approval, an applicant will have 120 days to obtain commitment for the remaining project funding. Therefore, there is no need to have all other funding sources for the project committed at the time of application. In the event that the entire amount of project funding is not committed within the 120 day period, the applicant may request an extension for an additional 120 days. Such a request will be granted only if funds are still available, and no material changes to the business' application or the condition of the

business have occurred since the time of approval. Once the other project funding has been committed, DED will provide the necessary loan closing documents to the borrower.

- j. Disbursement of Funds: The Grow Missouri Loan funds may be disbursed (a) after all other funds have been committed and loan closing (or other contracts) has been completed; (b) after all new equity investment proposed for the project has been invested in the company; and (c) eligible project costs have been incurred and documented to DED for the amount of new equity funding for the project and the Grow Missouri Loan.

5. **Eligible Applicants (“Qualified Company”)**: For-profit businesses that are (or will be after funding) located in Missouri that meet the following requirements:

- a. The qualified company (including affiliates) must have less than 500 existing employees at all locations, inside or outside Missouri, at the time the application is submitted. “Affiliates” are generally other entities that have control, or could have control on the qualified company, as defined by [SBA](#).
- b. Certain types of businesses are ineligible: See Section 8(j) below.
- c. There are no pending or threatened liens, judgments, or material litigation against the Company or any individual identified on the attached which is likely to have a material impact on the Company’s viability.
- d. Neither the Company nor, for a privately-held company, any individual identified in the Application:
 - Has committed a felony, is currently under indictment or charged with a felony, or is currently on parole or probation;
 - Is delinquent with respect to any non-protested federal, state or local taxes or fees;
 - Has filed (or is about to file) for bankruptcy, unless otherwise disclosed to DED; or,
 - Has failed to fulfill any obligation under any other state or federal program;

6. **Funding Terms and Conditions:**

- a. The interest rate of an approved loan is 2% for qualified companies and 0% for a qualified company that is a MBE/WBE.
- b. Principle and interest payments may be deferred for up to 3 years (4 years for MBE/WBE) to aid in obtaining approval for the other project financing. After the initial deferral period, payments may be interest-only for up to 3 additional years. The maximum term of the loan is 8 years.

- c. The collateral may be subordinated to the primary lender. If the primary lender requires personal guarantees for its loan, personal guarantees will also be required for the Grow Missouri loan.

7. Eligible and Ineligible Uses of Grow Missouri or other “Leveraging” Funds:

- a. Eligible Project Costs: Working capital (see definition in Section 8m below), equipment purchases, real property purchase or improvements (owned by the borrower), or lease payments on real property or equipment. No such costs may be paid prior to DED’s approval of the Grow Missouri application.
- b. Ineligible:
 - Refinancing existing debt or repaying existing owners’ loans to the business.
 - Effecting a partial change of business ownership or a change that will not benefit the business;
 - Permitting the reimbursement of funds owed to any owner (except normal salaries and business expenses), including any equity injection or injection of capital for the business’s continuance;
 - Repaying delinquent state or federal withholding taxes or other funds that should be held in trust or escrow;
 - Financing a non-business purpose;
 - Relocating an existing Missouri business to another community, unless the existing community endorses the relocation to DED; or,
 - Costs paid prior to DED’s approval of the Grow Missouri application.

8. Definitions:

- a. Average Wage: The new payroll divided by the number of new or retained jobs.
- b. County Average Wage: Published at <http://www.missourieconomy.org/indicators/countywage.stm>
- c. Full-time employee: An employee of the qualified company (or a contract employee) that is scheduled to work an average of at least thirty-five hours per week for a twelve month period, and one for which the qualified company (or contractor) offers health insurance and pays at least fifty percent of such insurance premiums. Part time or seasonal employees that equal 35 hours a week for a twelve month period may be included as full-time equivalents.

- d. Leveraging Sources: The sources of new funds related to the project provided to the qualified company after the date of DED's approval, not including direct funding by public sector sources (except the Grow Missouri Loan). Leveraging sources may include:
- Bank or other private lender loans. In the case of an existing line of credit, only the increased amount may be included. Such loans may be guaranteed by a government agency, such as SBA, USDA or others. Any portion of loans that are used to refinance existing debt cannot be included.
 - Revenue bonds, including Chapter 100 or 349 bonds.
 - Equity investments or loans from existing owners or new investors. In the case of existing owners, the funding must be "new", such that (a) it has not yet been spent; (b) it is not derived from profits or retained earnings of the business, or (c) it is not derived from distributions from the business to owners except for normal business practices (salaries, business expense reimbursements, or scheduled dividends).
- e. MBE: Minority Business Enterprise, as certified by the Missouri Office of Administration. (See <http://oa.mo.gov/oeo/pdf-files/InitialApplication.pdf> for more information.)
- f. New Job: The number of full-time employees (or full-time equivalent employees) located at the project facility that, at the end of 5 years after approval of the Grow Missouri Loan, exceeds the number of existing full-time employees at the project facility at the time the application is submitted. Any decrease in the number of full-time employees at related facilities in Missouri must be subtracted. No job that was created prior to the date of DED's approval of the loan shall be deemed a new job.
- g. Non-Leveraging Sources: Funding sources that may not be included as "leveraging sources", but may be part of the project funding include:
- State of Missouri: Action Fund Loan, Small Business Loan, Missouri Technology Corporation programs and any state tax credit programs.
 - Federal Programs: New Markets Tax Credit, SBA 504 Loan, EDA Loans, and other direct loans, grants or equity investments. (Loan guarantees are allowable.)
 - Local Programs: Direct funding (loans, equity, or grants) provided by a public entity, including Tax Increment Financing, Community Improvement District, Transportation Development District, Neighborhood Improvement District, CDBG, and others. (Revenue bonds are allowable.)
- h. Primary Lender: A bank or other lender providing the other portion of debt financing for the Project. This may include one or more lenders.
- i. Project facility: The building (located in Missouri) used by a qualified company at which the new jobs and new investment will be located. A project facility may include separate

buildings that are located within fifteen miles of each other such that their purpose and operations are interrelated.

- j. Qualified company: A for-profit firm, partnership, joint venture, association, private or public corporation with the project facility located in Missouri that offers health insurance to all full-time employees and pays at least fifty percent of such insurance premiums. The term “qualified company” shall **not** include:
- Gambling establishments, retail trade establishments, food and drinking places, public utilities, educational services, religious organizations, public administration, ethanol distillation or production, or biodiesel production.
 - Any company that is delinquent in the payment of any nonprotested taxes or any other amounts due the state or federal government or any other political subdivision of Missouri.
 - Any company that has filed for or has publicly announced its intention to file for bankruptcy protection.
 - Real estate investment firms, when the real property will be held for investment purposes as opposed to loans to otherwise eligible small business concerns for the purpose of occupying the real estate being acquired.
 - Firms involved in speculative activities that develop profits from fluctuations in price rather than through the normal course of trade, such as wildcatting for oil and dealing in commodities futures, when not part of the regular activities of the business.
 - Firms involved in lending activities, such as banks, finance companies, factors, leasing companies, insurance companies (but excluding agents of insurance companies), and any other firm whose stock in trade is money.
 - Pyramid sales plans, where a participant's primary incentive is based on the sales made by an ever-increasing number of participants.
 - Firms engaged in activities that are prohibited by federal law or applicable law in the jurisdiction where the business is located or conducted. Included in these activities is the production, servicing, or distribution of otherwise legal products that are to be used in connection with an illegal activity, such as selling drug paraphernalia or operating a motel that knowingly permits illegal prostitution.
 - Companies that have any ownership or immediate family members by a member of the Missouri General Assembly, a member of Congress, a statewide elected official, an employee of the Office of Governor, or any employee of the Missouri Department of Economic Development that is involved in the administration, oversight, or approval of this program.

- k. **Retained Jobs:** Employees located at the project facility for which there is a realistic possibility of elimination, either due to financial problems or that part or all of the operations of the project facility would be relocated to another state.
 - l. **WBE:** Women Business Enterprise, as certified by the Missouri Office of Administration. (See <http://oa.mo.gov/oeo//pdf-files/InitialApplication.pdf> for more information.)
 - m. **Working Capital:** Recurring expenses incurred by the qualified company for inventory, advertising, salaries, utilities, insurance, legal, accounting, rent, telephone, postage, and other such eligible project costs of operations of the qualified company at the project facility. Such costs do not include political or other contributions, payment of owner's non-business costs, and additional items as described in Section 9 below.
9. **Restrictions:** Typically, the Grow Missouri Loan will have the same types of restrictions as the loan from the Primary Lender, but may include the following:
- a. Limitation on officer's compensation.
 - b. Restriction on selling assets, incurring new debt, or leasing any Company property.
 - c. Restriction on dividends, or purchase any capital stock.
 - d. Prohibition of loans made to an officer or any other person or entity; and,
 - e. Restriction on transactions with affiliates.
10. **Reporting Requirements:** A qualified company approved for a Grow Missouri Loan must provide annual reports to DED. DED will provide additional information to the qualified company regarding the necessary reporting after the loan is approved.
11. **Confidentiality:** Application materials submitted to DED relating to financial investments in a business, sales projections, or other business plan information which may endanger the competitiveness of a business may be deemed closed records pursuant to Section 620.014, RSMo, except as otherwise required by federal law.
12. **Non-Compliance:** In the event the qualified company fails to comply with the requirements herein, the following may result, at the discretion of DED:
- a. **Failure to Receive Disbursement within Two Years:** The Grow Missouri Loan proceeds may be disbursed when the documents for the other loans for the project are executed (loans closed) and all new equity funding proposed has been provided to the company. The company will be allowed up to two years for the full disbursement of term loans. If disbursement has not occurred at the end of the two year period, DED may require immediate repayment of part or all of the outstanding loan balance, with 10% interest per annum.

- b. Change in Status of Project Facility: If the project facility is moved to another location, sold, merged, consolidated, or otherwise acquired by another entity, DED may require immediate repayment of the outstanding loan balance, with 10% interest per annum.
 - c. Ineligible use of funds: If the event Grow Missouri funds are used for an ineligible purpose (See Sections 7b, 8m and 9 above), DED may require immediate repayment of part or all of the outstanding loan balance, with 10% interest per annum.
 - d. Failure to Provide Required Reports: In the event the qualified company fails to provide any of the required reports (Section 10 above), DED may require immediate repayment of part or all of the outstanding loan balance, with 10% interest per annum.
 - e. False or Misleading Information: If DED determines that information provided to it by the qualified company is false or misleading, DED may require immediate repayment of part or all of the outstanding loan balance, with 15% interest per annum, and the qualified company and/or persons involved in providing such information may be subject to legal action.
13. **Required Financial and Business Information:** The following information must be submitted along with the Application, Business Certification (Section 15 below), Tax Clearance Certificate (Section 4e above), and E-Verify (Section 4f above). The information must be the same as that provided to the other lenders or equity investors of the project:
- a. Business plan, including description of the business, resume of key management, amount and rationale for the proposed use of funds for the project, customers that represent more than 25% of sales, and other key information about the company and industry. If this is a start-up company, there should be a feasibility analysis performed by an independent organization, such as a Small Business and Technology Development Center, Missouri Enterprise, or another acceptable entity.
 - b. Income statement, balance sheet, and cash flow statement of the business – Past 3 years (as applicable).
 - c. Tax returns of the business – Past 3 years (as applicable).
 - d. A current personal financial statement and tax returns of owners with 20%* or more ownership. (*Note: If ownership of related persons exceeds 20%, all must provide this information.)
 - e. A listing of existing debt, indicating name of lender, amount outstanding, maturity date, monthly payment amount, collateral securing the loan, and an indication whether payments are current (or if not, whether the lender has placed the loan in default).
 - f. An aging of accounts receivable and accounts payable, indicating amounts that are under 30 days, 30-60 days, 60-90 days, and over 90 days.
 - g. At least 2 years of projections of monthly cash flow, income statement and balance sheet. The projections should provide reasonable documentation and rationale for anticipated increase in sales, expenses, etc.

- h. A description of collateral offered for the Grow Missouri loan and other lenders. (Grow Missouri may be in a subordinate position to facilitate the other loans.)
- i. Basis for the projections/estimates of new jobs (to be created within 5 years) and/or retained jobs of the project, as listed on lines 16 and 17 of the Application.
- j. For any committed source of project funding, provide each source's approval document which should include the name of the source, the amount, the terms and conditions, and a contact person.

14. **Other State, Federal and Local Business Financing and Incentive Programs.** The following is a comparison of the major state, federal and local business financing and incentive programs. For assistance and further information, contact DED's Sales Team at 573-751-9045, or visit www.MissouriDevelopment.org (Click on "BCS Programs").

Public Agency Loan Programs

Loan Programs	Agency	Maximum Funding	Eligible Businesses	Eligible Locations	Key Program Benefits	Website Link
Action Fund	Missouri DED	Lower of \$750,000, 40% of Project, or \$40,000 per new/retained job	Primary	Non-Metro	Up to 2 year deferral; Subordinate collateral.	DED
Small Business	Missouri DED	\$25,000	Primary	Any	Up to 100% financing; Lower rate.	DED
Grow Missouri	Missouri DED	Lower of \$3 mil., 10% of Project, or \$75,000 per new/retained job.	Primary	Any	Up to 3 year deferral; Lower rate; Longer Term.	DED
SBA 504 Loan	US SBA (via local certified dev. companies)	Lower of \$1.5 mil., 40% of Project, or \$40,000/job	Most	Any	Subordinate collateral; Long-term Fixed Rate.	SBA , RMI
SBA 7a Guarantee	US SBA (via local banks)	\$2 million loan guaranteed 75%.	Most	Any	More flexibility, lower rate, longer term.	SBA
USDA Guarantee	US Dept. of Ag. (via local banks)	\$10 million guaranteed 75%	Most	Rural	More flexibility, longer term	USDA
High Technology	MO Technology Corp.	Lower of \$3 million or 50% of Project.	Primary; Later Stage Growth Companies	Any	Up to 50% of Project; Lower Rate.	MTC
Other Local Programs	Varies by area	Varies by area	Varies	Applicable area	Varies	SourceLink

Public Agency Equity Programs

Equity Programs	Agency	Maximum Funding	Eligible Businesses	Eligible Locations	Key Program Benefits	Website Link
Pre-Seed Fund	MO Technology Corp.	Lower of \$2.5 million or 50% of Project.	Primary; Early Stage Growth Companies	Any	Equity Co-Investment	MTC
Seed Cap. Fund	MO Technology Corp.	Lower of \$2.5 million or 50% of Project.	Primary; Early Stage Growth Companies	Any	Equity Co-Investment	MTC
Venture Capital Fund	MO Technology Corp.	Lower of \$2.5 million or 50% of Project.	Primary; Later Stage Growth Companies	Any	Equity Co-Investment	MTC

Public Agency Tax Credit Programs

Tax Credit Programs	Agency	Maximum Funding	Eligible Businesses	Eligible Locations	Website Link
Quality Jobs (Small Business)	Missouri DED	Retain state WH of new jobs, 3-5 years	Primary; 20+ new jobs (40+ in metro)	Any	DED
Quality Jobs (High Impact)	Missouri DED	Tax Credits and WH of up to 7% of new payroll, 5 yrs.	Primary; 100+ new jobs.	Any	DED
Quality Jobs (Technology)	Missouri DED	Tax Credits and WH of up to 6% of new payroll, 5 yrs.	Primary; 10+ new jobs	Any	DED
Enhanced Enterprise Zone	Missouri DED	Tax Credits of up to 2.5% of new payroll and ½% of new investment, 5 yrs.	Primary; 2+ new jobs & \$100k new capital investment	Enhanced Enterprise Zones	DED
Rebuilding Communities	Missouri DED	Lower of 40% or \$75,000 (per year for 4 years)	Mfg, Prof. Services, others.	“Distressed Areas”	DED

15. **Company Certification:** This certification must be submitted by the applicant to the Missouri Department of Economic Development (DED) as part of the Grow Missouri Loan application.

I, the undersigned, acting on behalf of the Company named below, hereby certify and agree to the following:

- The information submitted by the Company to DED in connection with the Project is true and correct and such information is consistent with documents provided to lenders, other government programs, or investors. The Company hereby authorizes DED to verify such information and the information provided in this certification from any source;
- Neither the Company nor, for a privately-held company, any individual identified in the Application:
 - a. Has committed a felony, is currently under indictment or charged with a felony, or is currently on parole or probation;
 - b. Is delinquent with respect to any non-protested federal, state or local taxes or fees;
 - c. Has filed (or is about to file) for bankruptcy, unless otherwise disclosed to DED;
 - d. Has failed to fulfill any obligation under any other state or federal program;
- There are no pending or threatened liens, judgments, or material litigation against the Company or any individual identified on the attached which is likely to have a material impact on the Company's viability;
- Neither the operations of the Project itself nor the receipt of funding for the Project would violate any existing agreement;
- The Company has obtained or is capable of obtaining all necessary federal, state and local permits and licenses for the Project;
- I certify that the Company does NOT knowingly employ any person who is an unauthorized alien and that the Company has complied with federal law (8 U.S.C. § 1324a) requiring the examination of an appropriate document or documents to verify that each individual is not an unauthorized alien.
- I certify that the Company is enrolled and will participate in a federal work authorization program as defined in Section 285.525(6), RSMo., with respect to employees working in connection with the activities that qualify applicant for this program. I certify that the Company will maintain and, upon request, provide DED documentation demonstrating Company's participation in a federal work authorization program with respect to employees working in connection with the activities that qualify Company for this program. I understand that if the Company is found to have employed an unauthorized alien, applicant may subject to penalties pursuant to Sections 135.815, 285.025, and 285.535, RSMo.
- I will inform DED if, at any time, there is any change to any of the certifications made herein.
- I hereby agree to allow representatives of the Department of Economic Development access to the property and applicable records as may be necessary for the administration of the Grow Missouri Loan Program.

- This project does not involve the relocation of the project facility from another community in Missouri, or if so, the existing community has provided DED an endorsement of the relocation.
- This project does not, or will not, cause the reduction of employment at a related facility located in Missouri.
- The qualified company (including affiliates) currently has less than 500 full-time employees (full-time equivalent basis) at all locations, inside or outside Missouri.
- I certify that none of the owners or immediate family members is a member of the Missouri General Assembly, a member of Congress, a statewide elected official, an employee of the Office of Governor, or an employee of the Missouri Department of Economic Development that is involved in the administration, oversight, or approval of this program.
- I certify under penalties of perjury that the above statements, information contained herein and in any attachments hereto are complete, true, and correct to the best of my knowledge.

I certify that I have the proper authority to execute this document on behalf of the Company and that I am authorized to make the statement of affirmation contained herein. I also realize that failure to disclose material information regarding the Company, any owners or individuals engaged in the management of the Company, or other facts may result in criminal prosecution.

SIGNATURE		PRINTED NAME		DATE
TITLE		COMPANY NAME		
NOTARY PUBLIC EMBOSSER OR BLACK INK RUBBER STAMP SEAL	STATE		COUNTY (OR CITY OF ST. LOUIS)	
	SUBSCRIBED AND SWORN BEFORE ME, THIS			
	DAY OF	YEAR		USE RUBBER STAMP IN CLEAR AREA BELOW.
	NOTARY PUBLIC SIGNATURE		MY COMMISSION EXPIRES	
	NOTARY PUBLIC NAME (TYPED OR PRINTED)			

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction.