

****ADDENDUM TO ELA****

The following information is provided to ELA Applicant prior to submitting online application.

Please note SBA/ODA is in the process of updating the ELA to incorporate the revised pages from the paper form.

DISASTER BUSINESS BY A VANDERBILT ORDERS

This notifies you, as required by the Right to Financial Privacy Act of 1978 (Act), of our right to access financial records held by financial institutions that were or are doing business with you or your business. This includes financial institutions participating in loans or loan policies implementing these laws and Executive Orders in Title 13, Code of Federal Regulations (CFR), Chapter 1, of our State and Government Practice may request your financial records for disaster relief assistance. Government loan or loan guaranty assistance 1-800-659-2955. We must provide you with a certificate of our compliance for all information that we request. Please attach additional financial records, sheets, and Executive Order for financial disaster relief assistance. Our glossary of terms can be found at disasterloanassistance.sba.gov. No other certification is required for later access. Our access rights continue for the term of any approved loan or loan guaranty. We do not have to give you any additional notice of our access rights during the term of the loan or loan guaranty.

Online on SBA's secure website www.sba.gov We may transfer to another Government authority any financial records included in a loan application or about an approved loan or loan guaranty as necessary to process, service, liquidate, or foreclose a loan or loan guaranty. We will not permit any transfer of your financial records to another Government authority except as required or permitted by law.

SBA will contact you by phone or email to discuss your loan request. Paperwork Reduction Act (44 U.S.C. Chapter 35). Filing Requirements

FOR ALL APPLICATIONS EXCLUDING NON-PROFIT ORGANIZATIONS, THE FOLLOWING ITEMS MUST BE SUBMITTED: We will also use the information collected on this form to produce summary reports for program and management analysis, as required by law.

Privacy Act of 1974. Schedule of Tax Returns (IRS Form 4506C), completed and signed by each applicant, each principal owning percent or more of the applicant business, and each general partner or managing member. Policy Concerning Representatives and Their Fees. Schedule of Liabilities listing all fixed debts (SBA Form 2202 may be used).

NON-PROFIT ORGANIZATIONS YOU MAY USE AN ATTORNEY, ACCOUNTANT, ENGINEER, APPRAISER, OR PROXY REPRESENTATIVE TO PREPARE AND PRESENT THE APPLICATION TO US. YOU ARE NOT REQUIRED TO HAVE REPRESENTATION IF AN APPLICATION IS APPROVED. YOU MAY NEED AN ATTORNEY TO HELP PREPARE CLOSING DOCUMENTS. Information is to assist in obtaining credit bureau reports, on the Disaster Loan Applicants and guarantors for purposes of originating, servicing, and liquidating disaster loans. See 5 U.S.C. 552b(6) and as amended from time to time for additional background and other information. There are no "authorized representatives" of SBA, other than our regular salaried employees. Payment of a fee or gratuity to our employees is illegal and will subject those involved to prosecution.

Under the Freedom of Information Act, you are not required to provide social security numbers. (But see the information under the Freedom of Information Act regarding the release of information.) Debt Collection Improvement Act of 1990. Debt Collection Improvement Act of 1990. Debt Collection Improvement Act of 1990.

ADDITIONAL REQUIREMENTS FOR DEBT COLLECTION IMPROVEMENT ACT OF 1990:

A copy of the essential employee's notice of expected call-up to active service (as defined in 10 U.S.C. 10101). Note: Any person concerned with the collection and disclosure of information under the Privacy Act may contact the Chief FOI/PA Officer, 409 3rd Street, SW, Suite 5900, Washington, DC 20416 or by e-mail at foia@sba.gov for information about the Agency's procedures relating to the Privacy Act and the Freedom of Information Act. Representative employment and compensation agreement. economic injury to your business, and the steps your business is taking to alleviate the economic injury. In the appropriate section of the application, you must state the names of everyone employed by you or on your behalf. You must also notify the SBA disaster office in writing of the names and fees of any representative you employ after you file your application. Your certification that the essential employee will be offered the same or a similar job upon the employee's return from active service. If you have any questions concerning payment of fees, contact the Disaster Field Office where you are due, we may take action on the collection of fees.

PLEASE PROVIDE WITHIN 7 DAYS OF THE INFORMATION REQUEST:

- Occupational Safety and Health Act (29 U.S.C. 3651 et seq.)
* Report the delinquency to credit reporting bureaus
* Offset your income tax refunds or other amounts due to you from the Federal Government
* Refer the account to private collection agency or other agency operating a debt collection center
* Refer your loan to the Department of Justice
* If the release of collateral or take other actions permitted in the loan instrument and loss statement and balance sheet are necessary
* Sell the debt.
* A current year-to-date profit-and-loss statement
* Litigate or foreclose.
* Additional Filing Requirements (SBA Form 1368) providing monthly sales figures for will generally be required when requesting an increase in the amount of economic injury.