



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, DC 20416

LENDER NOMINATION/APPLICATION REQUEST FORM for 7(A) DELEGATED AUTHORITIES

Must be completed and signed by Lender

Date: Click here to enter a date.

Lender's Legal Name: Click or tap here to enter text.

Lender's SBA FIRS#: Click or tap here to enter text.

Point of Contact Information:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Email Address: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Must be completed for ALL Delegated Authority Requests

1.	Request is for: <input type="checkbox"/> Nomination (lender has never held ANY delegated authority since executing SBA Form 750) <input type="checkbox"/> Reinstatement (lender previously held authority and it lapsed, expired, was declined by OCRM or lender declined renewal) <input type="checkbox"/> Additional Authority (lender currently holds active delegated authority and is requesting to add another delegated authority)
2.	The Lender is requesting the following Delegated Authority(ies) – select all that apply: <input type="checkbox"/> SBA Express <input type="checkbox"/> PLP <input type="checkbox"/> Export Express* <input type="checkbox"/> PLP – EWCP <input type="checkbox"/> PLP – WCP (Pilot) <small>*for 7(a) Federally Regulated Lenders requesting ONLY Export Express, items 4-6 are required to be submitted.</small>
3.	Please identify the authority(ies) currently or previously held and the expiration date: <input type="checkbox"/> SBA Express, Expiration Date: Click or tap to enter a date. <input type="checkbox"/> PLP, Expiration Date: Click or tap to enter a date. <input type="checkbox"/> Export Express, Expiration Date: Click or tap to enter a date. <input type="checkbox"/> PLP – EWCP, Expiration Date: Click or tap to enter a date. <input type="checkbox"/> PLP – WCP (Pilot), Expiration Date: Click or tap to enter a date.

PLEASE NOTE: You are not required to respond to any collection of information unless it displays a currently valid OMB Approval number. The number for this collection of information is 3245-0365. The total estimated time to respond to this collection of information, including gathering and maintaining the data needed, and completing and reviewing the collection of information, is 150 minutes. You may send comments or questions regarding this estimated time or any other aspect of this collection of information including suggestions for reducing the time or other burden to: Director, Records Management Division, 409 Third Street, S.W., Washington D. C. 20416, and Desk Officer for the Small Business Administration, Office of Management and Budget, New Executive Office Building, Room 10202, Washington DC 20503.

Disclosure of Information – Requests for information contained herein may be denied unless SBA has the written permission of the individual to release the information to the requestor or unless the information is subject to disclosure under the Freedom of Information Act, 5 U.S.C. §552. The Privacy Act, 5 U.S.C. §552a, authorizes SBA to make certain “routine uses” of information protected by that Act. One such routine use is the disclosure of information maintained in SBA’s system of records when this information indicates a violation or potential violation of law, whether civil, criminal, or administrative in nature. Specifically, SBA may refer the information to the appropriate agency, whether Federal, State, local or foreign, charged with responsibility for, or otherwise involved in investigation, prosecution, enforcement, or prevention of such violations. Another routine use is disclosure to other Federal agencies conducting background checks but only to the extent the information is relevant to the requesting agencies’ function. See, 74 F.R. 14890 (2009), and as amended from time to time for additional background and other routine uses.

	<input type="checkbox"/> N/A		
Must be Included for ALL Delegated Authority Requests			Attached
4.	Lender's Loan Guaranty Agreement: <ul style="list-style-type: none"> If executed prior to September 10, 2019 and/or SBA Form 750 dated prior to July 2019, please provide Forms 750, 750B, and 750EX (if applicable). If executed on or after September 10, 2019 and/or using SBA Form 750 dated July 2019, please provide Form 750 and ensure that the applicable selections have been made in the Partner Information Management System (PIMS) 	<input type="checkbox"/>	
5.	Signed and dated letter, on the Lender's letterhead, supporting compliance with SBA SOP 50 56 1, Section A, Chapter 1, Para. E <ul style="list-style-type: none"> <i>Lender letter acknowledges it is in good standing with SBA as defined in 13 CFR § 120.410(e) (as determined by SBA in its discretion), and, as applicable, with its state regulator and is considered satisfactory by its FFIR (as determined by SBA.)</i> 	<input type="checkbox"/>	
6.	Statement and/or Documentation that reflects 7(a) training obtained. The information should identify the topic, date, and attendees and must support that the Lender's SBA loan personnel has received appropriate training on SBA's policies and procedures (such training could include Lead District Office/Office of International Trade (OIT) training and/or trade association training that adequately addresses SBA's regulations and Standard Operating Procedures, including SBA's loan processing, servicing, litigation and liquidation requirements). <ul style="list-style-type: none"> <i>Include on Attachment A below or provide similar format</i> 	<input type="checkbox"/>	
7.	Lender has contacted the Denver Finance Center at dfc.loanhelppdesk@sba.gov and resolved all past due receivables due SBA.	<input type="checkbox"/>	
Required of All SBLC/NFRL (SBA Supervised) Lenders			Yes No
8.	Lender maintains minimum professional staff levels, i.e. one full time CEO, one full time CCO/CRO, and one other part time equivalent. Also, Lender must have CFO or a CFO at parent level who has been authorized to serve as CFO for SBLC/NFRL. 13 CFR §§ 120.460(c) and 120.462(d).	<input type="checkbox"/>	<input type="checkbox"/>
9.	Lender submitted Capital Certification as per 13 CFR § 120.462(d).	<input type="checkbox"/>	<input type="checkbox"/>
Required of All Community Advantage SBLC Lenders			Attached
10.	Lender submitted Loan Loss Reserve Account Information (including bank statement(s) and calculation).	<input type="checkbox"/>	
11.	Lender submitted Underserved Market Report.	<input type="checkbox"/>	
Must be Included for ALL PLP Delegated Authority Requests			Attached
12.	Signed and dated letter, on the Lender's letterhead, supporting compliance with SBA SOP 50 56 1, Section A, Chapter 1, Para. E, 2., c., ii., which includes: <ul style="list-style-type: none"> a. Legal name and address of Lender; b. Legal name of any holding company of Lender; c. Name, title, address, phone number, email address, and fax number for contact person at Lender; d. Lender's Lead District Office; e. A copy of the Lender's SBA Form 750, 750B, and 750EX (if applicable); f. If Lender was previously a PLP Lender, an explanation of why the Lender left the Preferred Lenders Program; g. A description of the Lender's history, organization, and management, including: <ul style="list-style-type: none"> i. When the Lender was chartered; ii. Any recent mergers or acquisitions iii. Personnel who will be in charge of PLP loan activities for the Lender, have PLP loan approval authority, and their experience with the Lender, in the industry, and with SBA loans, including any training they have received; iv. Where and how PLP loans will be processed, closed, serviced, and liquidated; 	<input type="checkbox"/>	

(Lender Name)(FIRS#) Please note: This form must be filled out by the Lender and returned to the local SBA District Office or Office of International Trade along with all applicable attachments.

SBA Form 2509 [EFFECTIVE DATE] Previous edition is obsolete

13.	<p>Statement to support that the Lender has fully disbursed at least 10 7(a) SBA loans within the past 24 months (acquired and PPP loans do not count towards the required minimum)</p> <ul style="list-style-type: none"> • <i>Note: SBA term Loans are considered fully disbursed when the Loan has been closed and the final Loan disbursement has been made; and</i> • <i>SBA revolving lines of credit are considered fully disbursed when the Loan has been closed and the initial Loan disbursement has been made.</i> <p style="text-align: center;">▪ <i>Include on Attachment B below or provide similar format</i></p>	<input type="checkbox"/>
Required if Requesting SBA Express		Attached
14.	<p>If the Lender has less than three (3) years of SBA 7(a) lending experience**, a list of at least 20 commercial or business loans for \$500,000 or less in its portfolio at its most recent fiscal year end.</p> <p>** Three years of SBA lending experience is described as having disbursed non-delegated SBA 7(a) loans, i.e. applications submitted for approval to the SBA 7(a) Loan Guaranty Processing Center, within the previous 36 months. OCRM must be able to confirm these loans.</p>	<input type="checkbox"/>

(Lender Name)(FIRS#) Please note: This form must be filled out by the Lender and returned to the local SBA District Office or Office of International Trade along with all applicable attachments.

Required if Requesting PLP-EWCP		Yes	No
15.	Lender is an EX-IM Bank delegated lender or disbursed EWCP loans, for at least six (6) consecutive months immediately prior to the District Office recommendation	<input type="checkbox"/>	<input type="checkbox"/>
16.	Lender is NOT an EX-IM Bank delegated lender; however, it disbursed EWCP loans at least six (6) consecutive months immediately prior to the District Office/Office of International Trade's recommendation.	<input type="checkbox"/>	<input type="checkbox"/>
	a. Has been an active participant in the EWCP with SBA and/or with Ex-Im Bank for at least 6 consecutive months immediately prior to application.	<input type="checkbox"/>	<input type="checkbox"/>
	b. If not an Ex-Im Bank delegated lender, has booked at least three SBA EWCP loans during the 24 months prior to application.	<input type="checkbox"/>	<input type="checkbox"/>

Required if Requesting PLP-WCP (Pilot)		Yes	No
17.	Lender has demonstrated the operational controls necessary to administer the WCP program, meeting the program requirements outlined in the SBA 7(a) Working Capital Pilot (WCP) Program Guide effective 8/1/2024.	<input type="checkbox"/>	<input type="checkbox"/>
18.	Lender meets one of the following 3 loan disbursement requirements per the SBA 7(a) Working Capital Pilot Program Guide effective 8/1/2024.		
	a. Lender disbursed at least 10 WCP, EWCP, and/or CAPLine loans within the past 24 months* <i>*Lender must include SBA loan number, face loan amount, and status of the loan (e.g., current, delinquent, paid in full, etc.)</i>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Lender disbursed 10 non-SBA guaranteed Asset-Based loans within the past 24 months* <i>*Lender must include Lender's loan identification number, face loan amount, and status of the loan (e.g., current, delinquent, paid in full, etc.) as well as Lender's policies and procedures on Asset-Based Lending</i>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Lender disbursed a combination of at least 10 WCP, EWCP, CAPLine or non-SBA guaranteed Asset-Based loans within the past 24 months* <i>*Lender must include Lender's policies and procedures on Asset-Based Lending</i>	<input type="checkbox"/>	<input type="checkbox"/>

If any required information is missing from Lender's application, the submission will be deemed invalid. Lender will need to re-submit a fully completed application before it will be reviewed.
By signing this form and submitting the information to the District Office or Office of International Trade, you are officially submitting a request for the specified delegated authority(ies).

Signature of Authorized Lender Representative

Date

Printed Name of Authorized Lender Representative

Printed Title of Authorized Lender Representative

(Lender Name)(FIRS#) Please note: This form must be filled out by the Lender and returned to the local SBA District Office or Office of International Trade along with all applicable attachments.

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ATTACHMENT A – SBA 7(a) Training Received by Lender (Example format)

[illegible]

Additional Comments:

[illegible]

(Lender Name)(FIRS#) Please note: This attachment, or similar format, must be filled out by the Lender and returned to the local SBA District Office/OIT with the Application Request Document SBA Form 2509 (Expiration XXX).

ATTACHMENT C – For PLP-WCP (Pilot) Requests ONLY (Example format)

Additional Comments:

	Loan Name	Loan Amount	Disbursal Date
List of 10 WCP, EWCP, and/or CAPLine loans or 10 non-SBA guaranteed Asset-Based loans within the past 24months			
WCP, EWCP and/or CAPLine Loans			
SBA Loan Number			

Non-SBA guaranteed Asset-Based Loans		
Loan ID Number	Face Loan Amount	Status of the Loan (current, delinquent, paid in full, etc.)

(Lender Name)(FIRS#) Please note: This attachment, or similar format, must be filled out by the Lender and returned to the local SBA District Office/OIT with the Application Request Document.
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