

# Loan Summary

To Be Completed By Lender

Check One:  Preliminary — Date \_\_\_\_\_  Final — Date \_\_\_\_\_

Borrower's Name: **1** Relationship to Property:  Owner  Corp. Officer  Partner  Borrower Type:  Individual  Partnership  Trust  Local Gov.  Corporation  Non Profit  Other: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

County: \_\_\_\_\_ Name of Person Signing Loan if Different Than Number 1: **2** Relationship to Property:  Owner  Corp. Officer  Partner

Legislative Dist.: \_\_\_\_\_ Congress. Dist.: \_\_\_\_\_ Name of Person Signing Loan if Different Than Numbers 1 or 2: **3** Relationship to Property:  Owner  Corp. Officer  Partner

**LOAN CATEGORY INFORMATION**

Location No.	If a Multi-Family Dwelling, Enter Number of Units for Each Location	Location of Improvement (see instructions on reverse side)	County	Legislative District	Congressional District	If the loan amount is for less than 100% of the project cost, was it solely at the borrower's request? YES <input type="checkbox"/> NO <input type="checkbox"/>			
						Total Project Cost	Eligible portion of Project Cost	Eligible Loan Fees	Eligible Loan Amount
<b>Residential</b>									
1.									
2.									
3.									
4.									
5.									
		Total Residential - All Locations							
<b>Business</b>									
6.									
7.									
8.									
		Total Business - All Locations							
<b>Nonprofit</b>									
9.									
10.									
		Total Nonprofit - All Locations							
<b>Local Government</b>									
11.									
12.									
13.									
		Total Government - All Locations							
<b>Agriculture</b>									
14.									
15.									
		Total Agriculture - All Locations							
<b>Energy Star® Partner</b>									
16.									
17.									
		Total Energy Star Partner - All Locations							
<b>Other</b>									
18.									
19.									
		Total Other - All Locations							
		<b>Total All Sectors - All Locations</b>							

Sector Type: \_\_\_\_\_

**LOAN STATUS**

Loan Details				If Guaranteed		
Loan Number _____		Loan: <input type="checkbox"/> Secured <input type="checkbox"/> Guaranteed <input type="checkbox"/> Unsecured _____ %		Name of Guarantor(s) _____		
Interest Rate _____ %	Number of Payments _____	Payment Frequency _____		Loan Based on Financial Statement of Guarantor(s) If YES, Statement Date: _____ <input type="checkbox"/> YES <input type="checkbox"/> NO		
Irregular Final or Balloon Payment? <input type="checkbox"/> YES <input type="checkbox"/> NO	If Yes, Amount \$ _____	Date of First Payment _____	Amount of Payments: \$ _____	Net Worth \$ _____	Total Liabilities \$ _____	Total Assets \$ _____
Maturity Date _____	Eligible for 2% Origination Fee for Max. Term? <input type="checkbox"/> YES <input type="checkbox"/> NO		If Yes, Amount \$ _____	Gross Annual Income \$ _____		Contingent Liabilities \$ _____
Itemization of Loan Fees _____				If Unsecured		
<b>If Secured</b>				Loan Based on Financial Statement? If YES, Statement Date: _____ <input type="checkbox"/> YES <input type="checkbox"/> NO		
Collateral (describe) _____				Net worth \$ _____	Total Liabilities \$ _____	Total Assets \$ _____
Value of Collateral \$ _____	Collateral Insurance? <input type="checkbox"/> YES <input type="checkbox"/> NO	If YES, Amount: \$ _____		Gross Annual Income \$ _____		Contingent Liabilities \$ _____

**MISCELLANEOUS INFORMATION**

Refinance of Previously Approved Loan? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, Original Amount \$ _____			Prior NDEE Approval (emergency situation)? <input type="checkbox"/> YES <input type="checkbox"/> NO	If YES, Date of Prior Approval & Name of NDEE Employee Giving Prior Approval _____
Previous Borrower Name _____ FTIN: _____				
Date Made _____ Maturity Date _____				

If Building Retrofit,  
Provide total Square Feet: \_\_\_\_\_

**LENDER INFORMATION**

Name of Financial Institution _____		Address _____	
Main Telephone Number for Address Given, Including Area Code _____		Fax Number _____	Routing Number _____
Contact Person _____	Ext. or Area Code and Telephone Number for Contact Person, if Different _____		
Email _____			

\*Additional Itemization of Loan Fees May be Added Here

**FINAL LOAN SUMMARY**

**To Be Completed By Lender**

Borrower's Name Under Which Payments Will Be Remitted to NDEE

**Explanation of Changes From Data Reported in Preliminary Loan Summary**

Loan Number	Number of Payments	Payment Amount	Final Payment Amount	Date of First Payment	Maturity Date
-------------	--------------------	----------------	----------------------	-----------------------	---------------

<p><b>Borrower Changes</b></p> <p><input type="checkbox"/> None</p>	<p><b>Loan Category Changes</b></p> <p><input type="checkbox"/> None</p>
---	--

<p><b>Loan Detail Changes</b></p> <p><input type="checkbox"/> None</p>	<p><b>Energy Saving Improvement or Replacement Changes*</b></p> <p><input type="checkbox"/> None</p>
--	--

**Other Changes**

None

**FINAL COSTS FOR PROJECT(S) SELECTED\***

Same as Preliminary

Item No. From Front	Total Project Cost	Eligible Portion of Total Project Cost	Eligible Loan Fees	Eligible Loan Amount	Face Loan Amount
	\$	\$	\$	\$	\$

\* If a final project or its cost is different from the preliminary, submit copies of paid invoices which reflect changes made and the final cost.

If you checked this form as a Preliminary Loan Summary, submit with Commitment Agreement (FORM 10).  
 If you checked this form as a Final Loan Summary, submit with the Participation Agreement (FORM 11).

**Submit To: Nebraska Department of Environment and Energy**  
[NDEE.DESL@Nebraska.gov](mailto:NDEE.DESL@Nebraska.gov)  
 P.O. Box 98922  
 Lincoln, NE68509

## INSTRUCTIONS

**HOW TO USE THIS FORM.** This form can be used as either a Preliminary or a Final Loan Summary. A Preliminary Loan Summary is submitted electronically or by mail to the Nebraska Department of Environment and Energy. After a review, the form is returned to the lender for use later as a Final Loan Summary.

**PRELIMINARY OR FINAL LOAN SUMMARY.** This form can be used as either a Preliminary or Final Summary, or both. Please check the appropriate box and date completed.

**BORROWER INFORMATION.** Type or print the borrower's name and mailing address in the space provided. Include federal taxpayer identification number, legislative and congressional districts and county. List all those who are signing the note. A borrower may apply for more than one type of loan.

**LOAN CATEGORY.** Enter the type of loan for which the borrower is applying:

**Residential** means a single family unit or all or part of a multi-family housing unit owned or rented by the borrower.

**Business/Nonprofit** means any business or nonprofit including agricultural processing businesses, on or off farm or ranch, and landlords whose sole business is the rental or management of property.

**Local Government** is any political subdivision below state government, excluding public school districts.

**Agricultural** is any place which produces \$1,000 or more of agricultural products during the course of a calendar year.

**Energy Star<sup>®</sup> Partner** means a business, nonprofit, or local government eligible under the loan program who has signed up as a U.S. Environmental Protection Agency Energy Star<sup>®</sup> Partner.

**Other** is for other eligible sectors under the program not listed such as dedicated alternate fuel vehicle or fueling facility, telecommunication equipment or Energy Star<sup>®</sup> certified home electronics and office equipment.

**Location No.** If a multi-family unit, list the number of units

under the Residential category in the space provided. A unit is considered multi-family if it contains two or more dwellings, i.e. a duplex or a building with two or more apartments. List the **Location of Improvement** by giving the street address or legal description and name of city. If the property is not located in a city, give the legal description and note that the location is rural. List the county, legislative district and congressional district where the improvements will be made. Also supply cost figures as requested.

**LOAN STATUS.** Enter appropriate loan information in the spaces provided. If Loan Summary is a preliminary, it is not necessary to provide the loan number, date of first payment, or maturity date. This information needs only to be provided with the Final Loan Summary.

Supply name of financial institution, mailing address, contact person, telephone, routing numbers and email address.

**BIDS.** Costs for improvements must be supported by copies of actual bids or quotes. These are to be submitted along with the appropriate application forms. If an electric or natural gas utility proposes to supply the goods or services for the improvement(s) or replacement(s) for which it has performed the energy calculations, bids or quotes for the cost of goods or services from the utility and *two other* bidders must be supplied.

**FINAL LOAN SUMMARY (Explanation of Changes).** If the original Loan Summary was checked as Preliminary, list any changes in preliminary information including changes in a project and its cost. The Nebraska Department of Environment and Energy's share will be adjusted upward or downward depending on the final eligible costs and loan amount. If there were no changes in the section check the box "None."

If the original Loan Summary was checked as Final, you do not need to fill out Explanation of Changes.