# **Illinois Cash Farm Lease**

this lease form: Complete two identical copies — one for the Lessor (Landowner) and one for the Lessee (Tenant). Cross out any provisions that are not to become a part of the contract and add any additional provisions that are desired. If preparing the lease manually, use ink or typewriter; however, the web-based lease form can be filled in on-line before printing. This lease form is available on the farmdoc website at <a href="http://www.farmdoc.uiuc.edu/legal/farm\_lease\_forms\_abs.html">http://www.farmdoc.uiuc.edu/legal/farm\_lease\_forms\_abs.html</a>. Additional leasing information can be found in the Leasing Fact Sheets prepared by University of Illinois Farm Business Management Educators located at <a href="http://www.farmdoc.uiuc.edu/manage/leasing\_fact\_sheets.html">http://www.farmdoc.uiuc.edu/manage/leasing\_fact\_sheets.html</a>. Note: A lease creates and alters legal rights; thus, Landowners and Tenants may want to discuss specific lease provisions with their respective legal advisors.

Date and names	of parties. This lease is entere	l into on	,20 <u>08</u>	, between:
Lessor(s) (Insert Land	owner's exact name):	nty of Macoupin, Il	linois	
whose mailing address	is 215 South East Str	eet, P.O. Box 535,	Carlinville, IL	62626 ,
		and		
Lessee(s) (Insert Tena	nt's exact name):Illino	ois Family Farms		,
and whose Boolai Beek	arty realises of Employer racing	TOURISM TAILINGS TO		
The parties to the	s lease agree to the follo	wing provisions.		
Se	ction 1. Descript	ion of Rented	Land and Le	ngth of Tenure
•	,			o use for agricultural purposes only, the
				, and described as follows:
Southwest Qua	rter of the Northeast	Quarter of Section	16, Township 10	North, Range 7 West of the
Third Princip	al Meridian, Macoupin	County, Illinois		:
commonly know as the	>	farm and	consisting of approximat	ely26acres, together with all
buildings and improve	ments thereon belonging to the L	essor, except		*
B. Length of tenur	e. The term of this lease shall be	from 3/1,20	0 09 , to 2/28	, 20 12, and the Lessee shall surrender
•				ached to this lease, and both parties agree that
failure to execute an ex	ctension at least6month	s before the end of the curren	t term shall be constructi	ve notice of intent to allow the lease to expire.
	Section 2. Fixe	d Cash Rent (M	itta Quation fo	
	Ocotion at Tixo	a odon izone par		3/
	andowner an annual fixed cash ro X Nie XXXII XX		cerxif xhex (opnionx fox incl	exing Xisalso complexed; the xem xball/be
				acres of cropland at \$ 280
	acres of			per acre, plus
acres of		per acre, plus		
		1		n identified above; but adjusted annually after
thexirstyearasxislasu	%			

Farmdoc Form: CL 01-0912. Form edited by D. L. Uchtmann, Professor of Agricultural Law, and Dennye Ehrnwald, Extension Educator. The editors express appreciation to other University of Illinois Extension Farm Business Management and Marketing Educators for their assistance with this form.

# Section 3. Investments and Expenses

	Landlord agrees to furnish the property and to pay the items of listed below:		
1.	The above-described farm, including fixed improvements.	2000	
2.	Materials for necessary repairs and improvements to buildings and permanent fences except as agreed to in B4 and amendments to this lease.		The Lessee agrees to furnish the property and to pay the items xpense listed below:  All the machinery, equipment, labor, fuel, and power
3.	Skilled labor employed in making and repairing improvements and all labor for painting buildings.	2.	necessary to farm the premises properly.  The hauling to the farm, except when otherwise agreed, of all
4.	Taxes on land, improvements, and personal property owned by the Lessor.		material which the Lessor furnishes for making repairs and minor improvements, and the performing of labor, except skilled, required for such repairing and improving.
5.	Fire and wind insurance, at a fair replacement value, on the residence and all buildings owned by the Lessor and used by the Lessec in storing or housing grain, feed, livestock and equipment.	3.	All seed, inoculation, disease-treatment materials, and fertilizers, except that which the Lessor agrees to furnish above.
6.		4.	The following described items and all other items of expense not furnished by the Lessor as provided in A:  at a cost not to exceed \$2,000 tile
7.	Assertor-supply, autoquates fendemuchokisus a and animakunda of kixostock x		for said acres
8.	Other items:		
	ant further agrees to perform and carry out the stipulations below. (So  tivities required:  To cultivate the farm faithfully and in a timely, thorough, and		
	To cultivate the farm faithfully and in a timely, thorough, and businesslike manner.  To prevent noxious weeds from going to seed on said	11.	To use prudence and care in transporting, storing, handling, and applying all fertilizers, pesticides, herbicides, and other chemicals and similar substances; to read and follow label
3.	premises and to destroy the same and keep the weeds and grass cut.  To haul and spread all manure on appropriate fields at times		instructions for the use of such materials in order to avoid injury or damages to persons or property or both on the leased premises and adjoining areas; and to comply with state
٥.	and in quantities consistent with environmental protection requirements.	12.	pesticide training, licensing, storing, and usage.  Any chemicals for weed or insect control or other use, when used, should be applied at levels not to exceed the
4.	To keep open ditches, tile drains, tile outlets, grass waterways, and terraces in good repair.		manufacturer's recommendation for the soil types involved.  The Tenant agrees to provide to the Lessor, annually, a
5.	To preserve established watercourses or ditches, and to refrain from any operation that will injure them.		written report indicating the product name, amount, date of application and location of application of all pesticides,
6.	To keep the building, fences (including hedges), and other improvements in good repair and condition as they are when the Tenant takes possession or in as good repair and condition as they may be put by the Lessor during the term of the lease – ordinary wear, loss by fire, or unavoidable destruction excepted.	13.	fertilizers, and seed used on the farm.  No chemicals will be stored on the property for more than one year. When chemicals or petroleum products are stored on the farm, they will be only those planned to be used on the farm and they will be in closed, tight containers above ground and clearly marked. No chemicals or chemical
7.	To take proper care of all trees, vines, and shrubs, and to prevent injury to the same.	14.	containers will be disposed of on the property.  To generally follow Natural Resource Conservation Service
8.	To keep the farmstead neat and orderly.		and Farm Service Agency recommendations and to maintain
9.	To prevent all unnecessary waste, or loss, or damage to the property of the Lessor.	15	all other requirements necessary to qualify current and future farm operators to participate in federal farm programs.
10.	To comply with pollution control and environmental protection requirements as required by local, state, and federal agencies, as well as to implement soil erosion control practices to comply with the soil loss standards mandated by	15.	Other:

# Section 6. Default, Possession, Landlord's Lien, Right of Entry, Mineral Rights, Liability, Extent of Agreement

The Lessor and Tenant agree to the following provisions. (Strike out any not desired.)

- A. Termination upon default. If either party fails to carry out substantially the terms of this lease in due and proper time, the lease may be terminated by the other party by serving a written notice citing the instance(s) of default and specifying a termination date of days from the date of such notice. Settlement shakkhendre make inversordance with the sproxisions a felloment Rakthis sections the sension become the general soft faction from a mendinance without sension of faction from the sension of the sens
- B. Yielding possession. The Tenant agrees at the expiration or termination of this lease to yield possession of the premises to the Lessor without further demand or notice, in as good order and condition as when they were entered upon by the Tenant, loss by fire, flood, or tornado, and ordinary wear excepted. If the Tenant fails to yield possession, the Tenant shall pay to the Lessor a penalty of \_\_\_\_\_ per day or the statutory double rent, whichever is less, for each day the Tenant remains in possession thereafter, in addition to any damages caused by the Tenant to the Lessor's land or improvements, and said payments shall not entitle the Tenant to any interest of any kind or character in or on the premises.
- C. Landlord's lien. The Landlord's lien provided by statute on crops grown or growing, together with any other security agreement(s) created by Tenant in favor of Landlord, shall be the security for the rent herein specified and for the faithful performance of the terms of the lease. The Tenant shall provide the Lessor with the names of persons to whom the Tenant intends to sell crops grown on these premises at least 30 days prior to the sale of such crops. A lesser period may be allowed by mutual written agreement. Tenant consents to any filing required by law to perfect the statutory landlord's lien upon crops. If the Tenant fails to pay the rent due or fails to keep any of the agreements of this lease, all costs and attorney fees of the Lessor in enforcing collection or performance shall be added to and become a part of the obligations payable by the Tenant.

- D. Landowner's right of entry. The Lessor reserves the right personally or by agents, employees, or assigns to enter upon the premises at any reasonable time to view them, to work or make repairs or improvements thereon, to care for and dispose of the Lessor's share of crops, to develop mineral resources as provided in Clause E below, or, after constructive notice has been given that the lease may not be extended, and following severance of crops, to plow and prepare a seed bed, apply fertilizers, and any other operation necessary to good farming by the succeeding operator, these operations not to interfere with the Tenant in carrying out the regular farming operations.
- E. Mineral rights. Nothing in this lease shall confer upon the Tenant any right to minerals underlying the land. Such mineral rights are hereby reserved by the Lessor together with the full right to enter upon the premises and to bore, search, excavate, work, and remove the minerals, to deposit excavated rubbish, to pass over the premises with vehicles, and to lay down and work any railroad track or tracks, tank, pipelines, power lines, and structures as may be necessary or convenient for the above purpose. The Lessor agrees to reimburse the Tenant for any actual damage the Tenant may suffer for crops destroyed by these activities and to release the Tenant from obligation to continue farming this property when development of mineral resources interferes materially with the Tenant's opportunity to make a satisfactory return.
- **F. Landowner liability.** The Tenant takes possession of the leased premises subject to the hazards of operating a farm, and assumes all risk of accidents personally as well as for family, employees, or agents in pursuance of farming operations, or in performing repairs on buildings, fences, tile, and other improvements.
- **G. Binding on heirs, etc.** The terms of this lease shall be binding on the heirs, executors, administrators, and assigns of both Lessor and Tenant in like manner as upon the original parties.

#### Section 7. Additional Lease Provisions

Landlord may desire to use 1 acre i	n the Southwest corner of	said real estate for	an animal pound
and if so, may build thereon, subje	ct to growing crops or com	mpensation credit to	tenant of \$280
for said acre.			
Signatures of parties to lease:	Landowner	4/8/08	Date
1	Landowner		Date
Ву	Agent		Date
	Tenant		Date
	Toward		Deste

# Macoupin County Revolving Loan Fund Application

Individual:	Address:		Tax ID#	
Name of Applicant	Business:		TaxID#	ı.
Full Street Address	of Business:			
City:	County:	State:	Zip Code:	i i
Phone:	Email	•		
Type of Business:		Date Business	Established:	
	es at time of Applicationes if Loan is Approved			9., 4
Use of Proceeds	Loan Amoun	t Requested		
Land Acquisition				**
New Construction Expansion				
Acquisition of or Repair of Machinery And Equipment	7			
Working Capital				
Acquisition of Existing Business				
Other				

	agement			
	e and Tax ID Position	Complete Address	%Owned	
1 1116	TUSHUH	Complete Address	70 OWHEU	·
	9			
***************************************				***************************************
	antors			
Signa	ture/Title		Date	
-				
1.	Please provide a hr	ief description of the pr	oject. Please attach a busine	ee plan of
	coposed project.	ici description of the pr	oject. I lease attach a busine	ss plan of
•				
2.	Please Describe you	ur company's primary a	activity and the type of produ	ct or
servi	ce offered.			
3.	Please Explain how	this project will assist	your business operation.	

5. Ar	e you receiving a	my other types	of state or fed	eral assistance	for this pro
Manager of the Property of the Parket					
				,	
6. W	hat is your contin	igency plan in	he event of yo	our death or disa	ability?
					4-9-3
		· Annual or annual of the same and the same		· ·	
List all co	llateral to be us	ed as security	for this loan		en e
Real Esta	te.			Amount	Name
		ed as security  Original  Cost	for this loan  Market  Value	Amount of Lien	
Real Esta	te Year	Original	Market	of Lien	Name o Lienhol
Real Esta	te Year	Original	Market	of Lien	Lienhol
Real Esta	te Year	Original	Market	of Lien	Lienhol
Real Esta	te Year Acquired Property	Original	Market	of Lien	Lienhol

Business Ind To Whom Payable	ebtedness Original Amount	Original Date	Present Balance	Payment	Security
·					
			***************************************		

- 1 Please list the name of the financial institution and the contact person you are working with to obtain the additional financing for this project.
- 2 Please attach your last 3 years of balance sheets, including a current balance sheet and 3 years of income tax history. Please attach a multi year cash flow statement of the proposed project.
- 3 Each applicant certifies that:
  - o I am the principle operator and or materially involved in the operation
  - o The project will be located in Macoupin County

#### Release of Information

I certify the above information to be true and correct to the best of my knowledge. I hereby consent to having Macoupin County Economic Development commission conduct a personal investigation and further consent to the disclosure of any information concerning the undersigned to any credit reporting agency or any person with whom the undersigned has or proposes to have financial relations.

Signature	Date	

# Macoupin County Economic Development Nora Feuquay, Coordinator 21480 B. Illinois Route 4 Carlinville, IL 62626

## **Macoupin County Revolving Fund Policies**

The Macoupin County Board maintains a Revolving Fund (MCRF) to provide financial assistance to new or expanding businesses within Macoupin County in order to strengthen the county and its communities' economic development through the retention and creation of jobs, stimulating private investment within the county and strengthening the tax base. Loans can be made to projects which show a significant positive impact on local employment.

The funds used to establish the MCRF are to be appropriated from Macoupin County reserve funds. Money recaptured from existing or new loans is deposited in an MCRF account by the Macoupin County Economic Development office through the Macoupin County Clerk and County Treasurer's offices.

The MCRF shall be administered by the Macoupin County Economic Development Coordinator with questions of policy to be considered by the Macoupin County Economic Development Committee and the MCRF Review Committee for recommendation and submission to the Macoupin County Board for final approval.

The Macoupin County Board Chairman shall appoint members as needed to MCRF Review Committee. The committee shall consist of, but not be limited to, members of the Macoupin County Economic Development Committee, a representative from the State Attorney's Office, the Macoupin County Economic Development Coordinator, and a minimum of two experienced area financial institution commercial lenders. The committee will have expertise in financial analysis and packaging. The committee will meet with the applicant, meet with the representative of the participating lending institution, visit the site if necessary, negotiate terms, length, and security of the financial assistance and ensure compliance with the MCRF goals and objectives. A recommendation will be prepared for the Macoupin County Board's review for approval or denial which will include a description of the project, project costs, source of funds, security required, special conditions, and reasons for approval or denial. All other application information will be kept confidential.

### Mission:

The mission of the MCRF is as follows:

Stimulate economic growth in Macoupin County by assisting with the retention and growth of the existing industrial and commercial base, providing needed equity to start-up businesses, encouraging the development of minority and female-owned businesses and providing an incentive for established businesses to relocate to Macoupin County.

- 2 Assist new or existing Macoupin County businesses to create and retain jobs.
- 3 To encourage growth and involvement of area financial institutions through joint efforts to make feasible projects which otherwise would not be undertaken.
- 4 To assist long-term economic development by supporting projects which protect the existing property and sales tax base and which seek to expand it.
- 5 To insure the financial and political security for the MCRF through appropriate due diligence in the use of funds.
- 6 Ensure that jobs created or retained by MCRF business applicants benefit a minimum of 51 percent low-to-moderate income persons in the area.
- 7 The purpose of the MCRF is to provide gap financing for local business and industry in cooperation with a financial institution, not complete financing, unless otherwise decided by the MCRF Review Committee.

## A. Revolving Fund Guidelines-Generally

The following guidelines describe the way in which the MCRF will achieve its stated goals:

## 1. Eligible Borrowers

Any business and/or property owners who are located in or expanding in Macoupin County. The Macoupin County Board is also an eligible borrower, but only for infrastructure improvements (i.e. water, sewer and roads) which will assist a business and/or property owners to retain or create jobs.

# 2. Eligible Uses of Funds

- a. Site development/infrastructure extension costs.
- b. Building construction, renovation, acquisition or improvement.
- c. Leasehold improvements
- d. Purchase of new or used machinery and equipment
- e. Working capital
- f. Land and/or building acquisition.
- g. Purchase of software, consultation, engineering

#### 3. Ineligible Uses of Funds/Limitations

- a. Projects of a speculative nature are ineligible for funding.
- b. Refinancing of existing or private debt is ineligible for funding.

- c. Federal Davis-Bacon and Related Acts require that prevailing wage be paid for all construction activities.
- d. Loans to start-up businesses will require 20 percent equity unless waived by the Macoupin County Board.

## 4. Maximum Loan Agreement

The maximum Macoupin County RF loan amount shall be \$100,000 or 25% of the project, whichever is less, subject to the availability of funds, unless waived by the Macoupin County Board. Macoupin County RF loans preferably will be made on a matching basis, but the MCRF Review Committee may waive the match and limits. Matching funds preferably will be in the form of a bank loan, but owner equity or supplier financing may be allowed at the discretion of the MCRF Review Committee. All matching funds shall be financial contributions (cash). Funds spent prior to approval of the MCRF application will not count as a match. A match of 1:1 will generally be required.

There will be a dollar cap per project and in aggregate if the MCRF is providing go-it-alone financing. If the MCRF is providing go-it-alone financing, instead of gap financing for a project, then no more than \$15,000 will be loaned to each borrower. No more than \$50,000 or 20% of the total MCRF monies shall be loaned as go-it-alone financing.

If the borrower is asking for go-it-alone financing, the MCRF requires that he/she produce at least two declination letters from local financial institutions. All borrowers must provide sufficient evidence of repayment capacity (historical and reasonably expected future capacity) such as financial statements, a guarantor, or the ability to collateralize the loan.

The borrower, unless waived by the RF Review Committee, should have a loan approved by a financial institution, preferably within Macoupin County and a letter on the institution's letterhead must be submitted with the application. Borrowers must allow the MCRF representative to council with the borrower's financial institution.

#### Demonstration of Financial Need

The Macoupin County Board when utilizing recaptured Macoupin County RF dollars may participate with any lending institution and/or source of equity in making Macoupin County RF loans. Applicant firm and participating lenders must demonstrate a financial need for local MCRF funds. Financial need can be demonstrated by meeting one or

more of the following financial need criteria:

- a. MCRF funds are needed to "fill the gap" between the estimated project cost and what lenders are able and willing to lend.
- b. The estimated return on investment (ROI) exceeds the bankdetermined, industry-wide standard.
- c. The financial institution determines that there is insufficient collateral without revolving fund participation.
- d. MCRF financing is needed to keep the firm in the community (applicant must furnish detailed incentive letters from other states and detailed cost information/explanations on how MCRF funds equalize the costs between the community site and the outof-state site.

# 6. Geographic Area

Recaptured funds will be expended for projects which are **totally** located within Macoupin County.

#### 7. Interest Rates and Terms

A minimum fixed-rate (currently 3%) shall be charged on Macoupin County RF program loans. The participating lender and the applicant/borrower may negotiate any mutually acceptable loan terms. Macoupin County reserves the right to negotiate all interest rates, loan terms, and loan amounts. Macoupin County shall have the option of participation in the financing package through a linked deposited interest rate buy down. In such a loan, the linked deposited funds would have no position in the security argreement between the financial institution and the applicant. The term of a Macoupin County RF program loan shall generally be determined by the following classifications:

Purpose	Maximum Term
Infrastructure	(15) years
Land and/or Building Acquisition	(20) years
New Construction	(20) years
Purchase of Machinery and/or Equipment	(10) years
Leasehold Improvements	(7) years
Building Rehab or Renovation	(7) years
Working Capital	(7) years

(NOTE: In no event shall Macoupin County Revolving Fund participation exceed the term granted by the participating lender for the same class of asset. If the MCRF is included in a financial package involving DCEO, SBA or other government agencies or financial

institutions, the MCRF shall not exceed fifteen (15) years to coincide with the length of the other loans in the package.

## 8. Collateral Requirements

The participating lender shall have the responsibility for determining the applicant's credit risk for their loan and the Macoupin County RF Review Committee shall make an independent assessment of the applicant's credit risk. If the participating lender requires, it shall be entitled to the senior lien or security interest on any collateral given as security. In the case where Macoupin County secures the MCRF loan with identical collateral, its lien or security interest shall be subordinated to the participating lender. Macoupin County will require security at a minimum in the form of a secondary lien position on all land, buildings, machinery and other tangible assets. In addition, Macoupin County will generally require PERSONAL GUARANTY on Macoupin County RF loans.

### 9. Loan Disbursements

All loan disbursements and payment shall be made by the Macoupin County Board. The financial assistance agreements, including commitment agreements, liens, title policies, security recordings, transfer tax declarations, amortization schedules and security releases, shall be obtained and completed by the Macoupin County State's Attorney Office. The Macoupin County Economic Development Coordinator shall monitor repayments of the financial assistance agreements, and monitor other special conditions required by the financial assistance agreement. No prepayment penalty will be charged on the Macoupin County portion of the loan.

## Delinquent loan repayment strategy:

- a. 10 days past due-the Economic Development Coordinator will make a telephone call to remind borrower that a payment is past due.
- b. 30 days past due-the Economic Development Coordinator will send a written request for payment to the borrower.
- c. 45 days past due-the Economic Development Coordinator will turn the account over to the Macoupin County State's Attorney office. All legal rights will be exercised by Macoupin County to reclaim the funds.

### 10. Origination Fee

An origination fee of up to 1 percent of the amount requested may be charged by Macoupin County and is payable at closing. In addition, the Macoupin County Board may charge a \$100.00 fee to cover application costs.

### 11. Loan Call Provisions

Failure to abide by Macoupin County RF program policies or administrative guidelines can result in calling of the MCRF loan at the MCRF Review Committee's request. Also, the Macoupin County Board can call the MCRF loan due and payable in the event of: 1.) the transfer of substantially all the borrower's assets to any other (third) party; 2.) bankruptcy or insolvency of the borrower; 3.) cessation of the conduct of active trade or business by the borrower for any reason, including, but not limited, fire and other casualty. 4.) inability to meet the obligations for job creation/retention as originally stated. These provisions are contained in a loan agreement between the borrower and Macoupin County.

## B. Other MCRF Program Requirements

## 12. Applicants

- a. An applicant must have the ability to repay the loan and be an acceptable credit risk as determined by the MCRF Review Committee and the participating lender. All loans are subject to financial feasibility.
- b. At all times while the MCRF contract is in effect (Upon completion of any construction activities,) the applicant ('s) (property) must comply with all applicable code, permit and license requirements of the Federal, State and Macoupin County government.
- c. The applicant must make adequate progress toward loan closing as determined by the MCRF Review Committee. Failure to do so can result in a revocation of loan authorization by the MCRF Review Committee.

### 13. Job Creation/Retention

For every full-time equivalent (FTE) job to be created/retained, no more than \$15,000 of MCRF funds will be allowed. FTE is defined as

1,800 hours a year. At least 51 percent of those jobs created/retained must benefit low-to-moderate income persons.

## 14. Activities Completed Prior to Loan Closing

All project activities completed prior to loan closing are ineligible for financing through the Macoupin County RF program.

#### 15. Bad Loans

In the event of a bad loan, legal steps will be taken to recover the MCRF funds.

# C. Required Documentation/MCRF Processing

- 16. MCRF Application
- 17. A minimum of the last three years of financial statements of the borrower and the corresponding income tax returns. Financial statements and income tax returns of individual officers of the business may also be required. The MCRF Review Committee may also require access to the borrower's financial institution for consulation.
- 18. Lender Commitment Letter containing (unless participation of another lender is waived by the MCRF Review Committee):
  - -Statement of loan approval and need for MCRF participation by authorized lender officer or committee
  - -Specified dollar amount of loan
  - -Specified loan term
  - -Specified interest rate
  - -Collateral or security requirements
  - -Other special conditions of the loan
- 19. A business/project plan detailing:
  - -Description of the project
  - -Total project cost
  - -Number of jobs created/retained and benefit to low/moderate income persons
  - -Type of jobs to be created/retained and wage scales
  - -Time frame for job creation
  - -Name of lender making commitment/or other sources of funding if lender commitment is waived.
  - -Amount of equity if start-up business
  - -Statement that borrower can begin project implementation immediately upon Macoupin County RF program approval
  - -Statement of how the MCRF loan will be utilized within the project

20. Environmental Review Checklist Requirements (In some cases this may not be applicable.)

## 21. Credit Report

Applicant agrees to give the MCRF Review Committee permission to access the borrower's credit report/score information.

## D. Application will be generated by:

- a. Sending MCRF information to the county's existing businesses as requested.
- b. Including MCRF information in the county's marketing materials and on the county's website.
- c. Providing MCRF information to other economic development groups in the county such as chambers of commerce.
- d. Speaking to local business groups such as Rotary.
- e. Publicizing MCRF success stories with local media.
- f. Providing local lending institutions with information about the RF to inform potential borrowers of fund availability.

### E. Application Management:

- a. An application may be acquired from and submitted to the Macoupin County Economic Development office located in the Macoupin County Highway Department building at 21480 B. Rt. 4 Carlinville, IL 62626.
- b. MCRF applications will be reviewed by the Economic Development Coordinator, the Macoupin County Economic Development Committee Review Committee, and all participating financial institutions to determine the project fundable.
- d.. The Macoupin County Board must approve the loan through a resolution of acceptance.

For further information or to receive a Revolving Fund application contact:

Nora Feuquay, Coordinator Economic Development Office Macoupin County Highway Department 21480 B. Rt. 4 Carlinville, IL 62626.

217-854-7727 nora.feuquay@macoupincountyil.gov

www.macoupincountyil.gov