

**CORE Capital Loan Application**

**Instructions**

Please email all the documents above along with the completed application to:  
[cclp@cityofsacramento.org](mailto:cclp@cityofsacramento.org).

**Loan Information**

**Loan Type:** \_\_\_\_\_ **Amount Requested:** \_\_\_\_\_

**Applying as:** \_\_\_\_\_

**Applicant Information**

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Percentage of Business Owned by Applicant:** \_\_\_\_\_ %

**Business Information**

**Have you applied for a Business Operating Permit (BOP)?:** Yes \_\_\_\_\_ or No \_\_\_\_\_

**If yes, what is the BOP Number?:** \_\_\_\_\_

**This loan application is for:** Current Business Operating Permit \_\_\_\_\_ or New Business \_\_\_\_\_

**Type of cannabis business you are seeking funding for:** \_\_\_\_\_

**Legal Business Name:** \_\_\_\_\_

**DBA:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Legal Business Structure:** \_\_\_\_\_

**Parties with at least 20% Ownership**

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ %

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ %

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ %

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**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ %

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

***Please add another sheet of paper if more space is required.***

**Application Documents**

- \_\_\_\_\_ Verification email of CORE status from the Sacramento Asian-Pacific Chamber of Commerce (SACC) or the Greater Sacramento Urban League (GSUL) or other entity designated by the City of Sacramento to perform CORE eligibility verifications
  
- \_\_\_\_\_ Copy of legal identification showing Loan Applicant is at least 21, such as a driver's license, passport, or California Identification Card

**Business Planning Documentation**

- \_\_\_\_\_ a. Business Plan
  
- \_\_\_\_\_ b. Monthly Financial Projects for a 12-month period

**Business Organization Documentation**

- \_\_\_\_\_ a. Articles of Incorporation or other documents showing the business formation and structure.
  
- \_\_\_\_\_ b. Secretary of State filing for the business entity showing its legal name and that the entity is in good standing
  
- \_\_\_\_\_ c. Copies of legal identification for all parties who own 20% or more as listed in section IV
  
- \_\_\_\_\_ d. Operating agreement or other legal document which lists the owners of the company and their ownership percentages. Note: 51% of owners must be Verified CORE participants.
  
- \_\_\_\_\_ e. Department of Cannabis Control State License, if already obtained

**Real Estate Documents**

- \_\_\_\_\_ a. Confirmation email from City of Sacramento Planning Division, or ROD, that zoning of proposed business location allows for the type of cannabis business applicant intends to open.
  
- \_\_\_\_\_ b. A fully executed business lease agreement or deed for property.  
Recommended lease terms including (but not required):
  - \_\_\_\_\_ 1. Term of at least five years duration or a lesser term with automatic extensions equaling at least five years
  
  - \_\_\_\_\_ 2. Details of the amount and timing of any automatic rent increases
  
  - \_\_\_\_\_ 3. Ability for tenant to terminate lease with agreed upon notice, but ability for property owner to terminate only upon cause



**Budget Statement**

Provide a narrative detailing how the loan funds will be utilized

**For example:** I need to locate and lease a property for the cannabis manufacturing business I want to start. My budget is \$5,000 /month for the rent, and I would like to use my loan for two months of rent and the \$5,000 security deposit, which is \$15,000. I have also budgeted for a \$7,500 retainer for an attorney to review and advise me on my lease agreement and a partnership agreement that I recently received, along with other legal questions that I will have for my business. The remaining \$2,500 of my \$25,000 loan will be used for a consultant to assist me in applying for a CUP for the property I will rent

**Acknowledgement & Certification:**  
***(initial each section below)***

\_\_\_\_\_ I certify under penalty of perjury under the laws of the State of California, that the information contained herein is true and correct to the best of my knowledge.

\_\_\_\_\_ I acknowledge and agree that should I be approved for a loan, the funds are to be used only for expenses allowable under the CORE Capital Loan program and misuse of funds will include, but not be limited to, the inability to apply for future cannabis loans or grant opportunities with the City of Sacramento.

\_\_\_\_\_ I agree to immediately submit a budget modification to the CORE Capital Loan Program if my budget changes.

\_\_\_\_\_ I acknowledge that if I lose my lease or other adverse circumstances negatively impact my business, I am still obligated to repay the loan.

\_\_\_\_\_ I acknowledge and agree that in order to qualify for a follow-on loan, I must submit receipts corresponding to the items in my approved budget showing that I have spent at least 70% of my previous loan funds, that I am current with my loan payments, that I have a signed business lease or owned location, am compliant with required licenses, permits, and taxes, and have maintained verified CORE status

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_