

MONTANA BOARD OF INVESTMENTS RESERVATION FEE FORMS

This file was created in Microsoft Word and contains the following items:

Page H 1 Hard Copy Fee Form
Page E 1 Electronic Fee Form

Utilizing The Electronic Forms:

Electronic forms are Microsoft Word documents with field codes where data is entered.

If the field codes are visible on screen strike Alt F9 - **codes should not be visible.**

If field codes print, select "Tool", "Options", "Print" and uncheck "Field Codes"

The F11 key will locate the first data entry field in the electronic form.

The F11 key will locate the next data entry field in the electronic form.

Shift F11 will locate the preceding data entry field in the electronic form.

The following provisions apply to the In-State Investment Program:

- ◆ The Board does not lend directly to businesses.
- ◆ Loan applications and Fee Forms must be submitted by approved lenders.
- ◆ An approved lender list will soon be published on the Board's web page.
- ◆ The term "Applicant" means a lender approved by the Board.
- ◆ The term "Borrower" means the borrower applying for a loan from the lender.
- ◆ Appropriate representatives of the lender and the borrower must sign the application.
- ◆ "Small Business Loan Incentives" are available for Coal Tax Trust loans only.
- ◆ "Job Credit Interest Rate Reductions" are available for Coal Tax Trust loans only.
- ◆ "Link Deposit Loans" are available for Coal Tax Trust loans only.
- ◆ Pension Funds loans may require higher credit standards than Coal Tax Trust loans.
- ◆ The submission of a Fee with the Fee Form locks an interest rate and reserves funding.
- ◆ The submission of a Forward Commitment Reservation requires payment of a fee.
- ◆ If fees are not paid via a Fee Form, the fee must be paid at time of loan application.
- ◆ Fees are refundable as per policy if the loan is funded or the application is rejected.

For additional forms and assistance call or E-mail:

(406) 444-1218 hkulow@mt.gov

(406) 444-1217 nriviera@mt.gov

MONTANA BOARD OF INVESTMENTS IN-STATE INVESTMENTS LOAN RESERVATION FEE FORM FAX TO 406-444-4268	Reservation Date		Accounting #	
	Reservation Expiration Date			
	Refund Date		Accounting #	
	Refund For	Funding →		Rejection →
	Refund Authorized By			

Fee Type (Check 1)

<input type="checkbox"/>	Reservation - Lock Interest Rate For 365 Days ⁽¹⁾	<input type="checkbox"/>	Reservation - Lock Interest Rate Later
<input type="checkbox"/>	Extend Lock For 365 Days ⁽²⁾	<input type="checkbox"/>	Accompanying Application
<input type="checkbox"/>	Reduce Reservation Amount	<input type="checkbox"/>	Buy-Down Interest Rate ⁽¹⁾
<input type="checkbox"/>	Increase Reservation Amount	<input type="checkbox"/>	Loan Assumption

Fee & Loan Information

Amount of Fee →	\$	Board Posted Interest Rate →		%
Board Loan Amount →	\$	Buy-Down Loan Amount Remaining →	\$	
Total Loan Amount →	\$	Buy-Down Loan Term Remaining →		Months
Board Loan Term →		Years	BOI Loan Number (If Assigned) →	

Type of Loan (Check 1)

<input type="checkbox"/>	1. Federally Guaranteed (<i>circle type of federal guarantee</i>) – SBA (all), RBS-B&I, FSA, BIA, EDA, FAA
<input type="checkbox"/>	2. Economic Development Linked Deposit
<input type="checkbox"/>	3. Business Participation Loan
<input type="checkbox"/>	4. With SBA 504 Second
<input type="checkbox"/>	5. Commercial Mortgage Participation Loan (i.e. office buildings, shopping malls, etc.)
<input type="checkbox"/>	6. Multi-Family Participation Loan

Approved Lender & Business/Borrower Information (Print or type clearly)

Approved Lender Name →		Approved Lender # →	
Lender Representative →		Email →	
Lender Representative Title →			
Lender Mailing Address →			
Lender City and Zip Code →			
Lender Phone Number (406) →		Fax Number →	
Business Name →			
Borrower Name →			
Borrower Tax ID # (required) →			
ACH Authorization Signature ⁽³⁾ →		Date Prepared →	

Reservation Fee Amount ⁽⁴⁾	1-365 calendar days →	1/4% of the Board amount reserved
Buy-Down Fee Amount	60 months or less →	1% of outstanding Board loan balance
Buy-Down Fee Amount	61 to 120 months →	1 ½% of outstanding Board loan balance
Buy-Down Fee Amount	121 months or more →	2% of outstanding Board loan balance

⁽¹⁾Rate will lock as of Postmark date or FAX date

⁽²⁾Must be approved by Board prior to expiration

⁽³⁾Authorizes the Board to initiate ACH transfer of the fee

⁽⁴⁾This fee reserves funding and permits applicant to lock interest rate at any time during the 365- day period

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| <input type="checkbox"/> Increase Reservation Amount | <input type="checkbox"/> Loan Assumption |

Fee & Loan Information

Amount of Fee→		Board Posted Interest Rate→	
Board Loan Amount→		Buy-Down Loan Amount Remaining→	
Total Loan Amount→		Buy-Down Loan Term Remaining→	Months
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Approved Lender & Business/Borrower Information (Print or type clearly)

Approved Lender Name→		Approved Lender #→	
Lender Representative→		Email →	
Lender Representative Title→			
Lender Mailing Address→			
Lender City and Zip Code→			
Lender Phone Number (406)→		Fax Number→	
Business Name→			
Borrower Name→			
Borrower Tax ID # (required)→			
ACH Authorization Signature ⁽³⁾ →		Date Prepared→	

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