Alert: Rapid Procedure Update #1

To  PDC Application Processing-Kingsport I
PDC Loan Processing contractors: +1 other

 Due to the widespread presence of fraudulent applications, effective immediately, all COVID-19 applications that display the following message: Info Message: Gross Economic Loss is 0 or Negative must be declined. We will no longer be sending a 7-day letter to request an updated SBA Form 3502.

Applicants certified their Gross Revenues/Cost of Goods Sold (COGS) figures as accurate at the time the application was originally submitted. If those figures result in no eligibility, Loan Officer action is to decline the loan.

- Loan officers should inform the applicant of the decline reason (no eligibility based on the information certified at the time the application was submitted). Enter comments in Notes.
- Explain the reconsideration process and advise the applicant they will need to address the reason for the decline. (Applicants have 6 months to request reconsideration, must be in writing)
- Applicants will be required to provide us with the 2019 (or most recently filed) income tax return along with a signed IRS Form 4506-T upon any reconsideration request. The 4506-T will be used to request tax transcripts with accurate information directly from IRS.