



SBA Information Notice

TO: All SBA Employees

CONTROL NO.: 5000-1201

SUBJECT: Updated SBA Loan Application
Forms for SBA Express, Export
Express and Pilot Loan Programs

EFFECTIVE: 3-15-2011

The purpose of this notice is to announce that updated versions of the following forms are now available at <http://archive.sba.gov/tools/Forms/smallbusinessforms/fsforms/index.html>.

Form 1919: SBA Express, Export Express and Pilot Loan Programs (Community Express, and Patriot Express) Borrower Information Form. This form collects identifying information regarding the applicant, loan request, indebtedness, information about the principals, information about current or previous government financing, and certain other disclosures.

Form 1920SX (Part A): SBA Express, Export Express and Pilot Loan Programs (Community Express, and Patriot Express) Guaranty Request. This form is a cover page to be completed by a delegated 7(a) lender when faxing Form 1920SX (Part B) to the Sacramento Loan Processing Center. (Most applications are submitted to SBA using electronic submission where a cover page is not required.)

Form 1920SX (Part B): Supplemental Information for SBA Express, Export Express, Pilot Loan Programs and PLP Processing. This form is completed by the 7(a) lender. This form includes identifying information regarding the lender, loan terms, use of proceeds, and other information such as the number of jobs created or retained.

Form 1920SX (Part C): Eligibility Information Required for SBA Express, Export Express and Pilot Loan Programs (Community Express and Patriot Express). This form is completed by the 7(a) lender. It consolidates eligibility criteria regarding the loan applicants, including use of proceeds and general rules applicable to the SBA Express and the Pilot Loan Programs.

Form 2238: Supplemental Information for SBA Express/Patriot Express Guaranty Request (Eligibility Authorized). This form is completed by the 7(a) lender that has been designated as "eligibility authorized." This form includes identifying information regarding the lender, loan terms, use of proceeds, and other information such as the number of jobs created or retained and also includes a certification by the lender that the applicant and the loan are eligible. Form 2238 takes the place of Form 1920SX (Part B) and Form 1920SX (Part C) for "eligibility authorized" lenders.

Other than minor clarifications, the following are the changes to these forms:

1. The Dealer Floor Plan (DFP) Pilot Program will be using some of these forms for DFP lines of credit processed using delegated authority. Therefore, DFP was added to the title of the forms

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SBA Form 1353.3 (4-93) MS Word Edition; previous editions obsolete
Must be accompanied by SBA Form 58

and any information unique to the DFP has been included in the forms where applicable, for example maximum maturity and minimum loan amount.

2. Export Express is now a permanent program. That change is reflected in the forms by removing it from the list of pilot programs.

3. The “Use of Proceeds” section on Form 1920SX has been expanded to include a detailed breakdown of the use of proceeds for a change of ownership. The additional information required includes the total financing amount, the amount for the assets purchased, the amount for intangibles, the name of the appraiser, the appraiser’s conclusion or summary of value, the appraiser’s qualifications, and the name and address of any business broker that was involved in the transaction as well as the amount of any fee or commission paid to the broker. E-tran is in the process of being modified to include fields for this information so that SBA can begin tracking these elements specifically for loans involving a change of ownership.

For DFP lines of credit under the new DFP Pilot Program, which became effective February 9, 2011, delegated lenders must use the updated versions of these forms. For SBA Express, Export Express, Pilot Loan Programs (Community Express and Patriot Express) and PLP Processing, lenders must use the updated versions of these forms beginning April 1, 2011.

SBA Field Offices will advise 7(a) lenders of this Notice. Questions concerning this Notice should be directed to the lender relations specialist in the local SBA field office. The local SBA field office may be found at www.sba.gov/about-offices-list/2.

Grady B. Hedgespeth
Director
Office of Financial Assistance