

Sound Community Bank – SBA Paycheck Protection Program (PPP) Application Process

We're pleased to accept applications for the Small Business Administration's (SBA) Paycheck Protection Program (PPP) in response to the current COVID-19 crisis. To complete an application, please follow the steps below.

- 1. Select "Apply Now" at the bottom. We suggest opening this link in a new tab so you may reference the instructions below.
- If you have not applied for a business loan before online, create a login, and sign in. Or, use your existing credentials (<u>not</u> the same as your Sound Community Bank Online Banking credentials) to log in once again.

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lf yc mar Clic onlii	u intend to apply for a residential real estate loan, ufactured home loan, or floating home loan, then pleas k Here, click 'Apply Now', and complete the ne residential credit application.
	LOG IN
	Email
	Password
	Forgot password?
	LOG IN

3. Select the SBA Loan Type.

WELCOME

Please complete the fields in the Application. Use your best estimate if documentation is not currently available. Within the Application there is a button to contact a Loan Officer. Click the envelope symbol next to 'Contact Your Loan Officer' in the upper right section of the screen, and a Loan Officer will contact as soon as possible.

Once you submit the Application a Loan Officer will contact you to assist in the completion of the loan application process.

SELECT AN APPLICATION TYPE:



ADMINISTRATION | 2400 3rd Avenue, Suite 150, Seattle, Washington 98121 TOLL FREE | 800.458.5585 WEBSITE | soundcb.com | Member FDIC



4. Complete the application. The bar at the top indicates your progress in the application and whether all required data is completed.



- 5. **If you already completed the SBA PPP Application**, then upload it on the Documents tab of the application.
- 6. If you have not completed the SBA PPP Application, then download the application and complete the application form(s) both located on the Documents tab. Once complete, upload the file(s) within the Documents tab, save, and submit the application.
- 7. Additional documents are required to complete the application process. A Sound Community Bank representative will contact you within 24-hours of the submission and guide you through collection of these documents.