



CITY OF
VINELAND
 WHERE IT'S ALWAYS GROWING SEASON

COVID-19 Assistance Program

I. GENERAL INFORMATION

Name of Applicant: _____

Name of Business: _____

Address of Business: _____

Mailing Address: _____

Contact Person: _____

Work Telephone #: _____ Fax #: _____

Home Telephone #: _____ Cell #: _____

Email address: _____ Website: _____

II. OWNERSHIP & MANAGEMENT

Structure of business (**Check One**)

- C-Corporation Limited Liability Co. (LLC) Sole Proprietorship
 Sub Chapter S Corporation Partnership Trading As/Doing Business As

Ownership of applicant company (*List all owners, stockholders and members and percent ownership*):

USE SEPARATE SHEET IF NECESSARY.

Name	Social Security No.	Date of Birth	Percentage Owned
1.			
2.			
3.			

III. COMPANY HISTORY/PROFILE

Month/year business was established: _____ Tax ID or EIN #: _____

Line of Business: _____

IV. EMPLOYEE INFORMATION:

Number of employees: _____ full-time _____ part-time: _____

List of Employees as of December 31, 2019

Employee Name	Annual Income	F/T or P/T	Current Status		
			Working	Laid off	Terminated

V. MONTHLY EXPENSES

Payroll: \$ _____
Rent: \$ _____
Real Estate Taxes (If not included in lease) \$ _____
Insurance: \$ _____
Utilities: \$ _____
Other (Please List)
_____ \$ _____
_____ \$ _____
_____ \$ _____
Total Monthly Cost: \$ _____

VI. OTHER FUNDING SOURCES

List of all funding including unemployment benefits since March 16, 2020 from any source

Date Received	Source	Amount
		\$
		\$
		\$
		\$

VII. SUPPORT INFORMATION & STATEMENTS REQUIRED

1. Copy of NJ-WR30 for proof of employees, tax return for sole proprietorships
2. Copy of Lease
3. Copy of utility bills
4. Real estate tax bill

The Business certifies that the information and documentation contained in this application is accurate, complete and true to the best of his/her knowledge. The Business also certifies that it has read and understands the application guidelines.

Name of Business

Signature/Title

Date

Signature/Title

Please email completed application to CAP@vinelandcity.org