



JOBS INFORMATION SHEET Refinance Program

WBD, Inc is a proud advocate of small businesses and job growth where the primary goal of the 504 Loan Program is to encourage economic development by enabling small businesses to create or retain jobs within their communities. Please fill in the information requested below.

Employees/Jobs:

- Full Time employee is defined as 8 hours per day/40 hours per week.
- Part Time employee includes employees who work less than 8 hours/day or 40 hours/week and not included in the Full Time category.
- If you have a seasonal employees, please provide information based on the prior 12 months.

Using the definitions listed above please list the number of employees your company has **currently:**

of Full-time employees: _____ (40 hours / week)

of Part-time employees: _____ at an average of _____ hours / week

of Seasonal employees employed during the past 12 months: _____

of months employed _____ average of _____ hours / week

As a **direct result of this 504 project**, how many **new employees will be added within the next two years:**

of Full-time employees: _____ (40 hours / week)

of Part-time employees: _____ at an average of _____ hours / week

of Seasonal employees employed during the past 12 months: _____

of months employed _____ average of _____ hours / week

As a **direct result of this 504 project** how many **existing employees will be retained*:**

of Full-time employees: _____ (40 hours / week)

of Part-time employees: _____ at an average of _____ hours / week

of Seasonal employees employed during the past 12 months: _____

of months employed _____ average of _____ hours / week

****Retained Employees – For Debt Refinance loans; all existing jobs may be counted as jobs retained.***

Operating Company Name: _____

Signature

Date

Printed Name

Title