



City of Salisbury
Downtown Revolving Loan Fund
Checklist

- 1.** Application forms may be obtained from the Assistant City Administrator, City of Salisbury, 125 N. Division Street, Room 304, Salisbury, MD 21801, or 410-548-3100. Forms may also be downloaded from the City's website at www.ci.salisbury.md.us or obtained at the office of Urban Salisbury, 144 E. Main Street, and on the website of Urban Salisbury at www.urbansalisbury.org.
- 2.** Fill out the application and complete the required attachments as noted on the Application form.
- 3.** Applications should be returned to the Assistant City Administrator.
- 4.** The Assistant City Administrator refers the application to the Bankers' Review Committee.
- 5.** The Bankers' Review Committee meets to review the application for completeness and makes a judgment as to credit worthiness and if the application is incomplete the Bankers' Review Committee will request the additional information and make a recommendation. The Committee also has the right to request any additional information needed.
- 6.** Additional information submitted.
- 7.** Final Bankers' Review Committee recommendation will be made based on all of the documentation submitted by the applicant.
- 8.** The City Council meets to act on the loan application.
- 9.** Applicant is notified of decision of the City Council.
- 10.** Settlement is held.

Resource List

Historic District Commission

Contact Person: Tom Stevenson
Neighborhood Services and Code Compliance
501 E. Church Street
Salisbury, Maryland 21801
(410) 341-9550

Small Business Development Center

Contact Person: John Hickman
Salisbury University
Power Professional Building
Wayne Street
Salisbury, Maryland 21804
(410) 548-4419

Chamber of Commerce

Contact Person: SCORE - Chuck Lemak
144 E. Main Street
Salisbury, Maryland 21801
(410) 749-0185

Maryland Capital Enterprise

Contact Person: Hayley Gallagher
144 E. Main Street
Salisbury, Maryland 21801
(410) 546-1900