 **Hardship Loan Application**

20 Archbishop May Drive

St. Louis, Missouri 63119

(314) 792-7129 (direct)

*SLAF@archstl.org*

The St. Louis Archdiocesan Fund

Name of Entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parish No.:

School: Yes No Enrollment (if applicable)\_\_\_\_\_\_\_\_\_

Pastor/Parish Life Coordinator Phone: \_\_ Email:

Request Amount: $ Repayment Term: (*months, not to exceed 60)*

*(should agree with Cash Projection)*

Request Date: Repayment Start Date:

Repayment Source(s):

Current Outstanding Loan(s): Yes No Unpaid Balance: $ as of:

**Attachments:** (*please check information provided*)

Required Documents:

\_\_\_ 1. Approval from Archdiocesan CFO or a Vicar General that automatic billing of consolidated billing assessments has been suspended.

\_\_\_ 2. Approval from Archdiocesan CFO or a Vicar General that automatic billing of loan payments, if applicable, has been suspended.

\_\_\_ 3. Copies of fiscal year-to-date financial statements (reconciled and in Excel format), including balance sheet, statements of revenue and expenses, and profit & loss by class.

\_\_\_ 4. Monthly cash flow projections through the remainder of the current fiscal year. A copy of the required cash flow projection template is located on the SLAF webpage or can be obtained by contacting the Finance Manager in the Finance Office.

*Note: Undistributed earnings elected in February 2020 will be taken into consideration when assessing the financial need.*

**Comments:**

**Certification:** The above information is true and correct to the best of my knowledge. Date:

Pastor/Parish Life Coordinator: (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_(signature)

Chair-Fin. Committee:(print) \_\_\_\_\_\_\_\_\_ (signature/email acknowledgment)