STATE OF DELAWARE

DRINKING WATER STATE REVOLVING FUND

Source Water Protection Loan Fund

LAND ACQUISITION AND CONSERVATION EASEMENTS

APPLICATION CHECKLIST

ALL APPLICANTS MUST INCLUDE THE FOLLOWING:

- Two copies of the loan application form;
- The original and two (2) copies of the site appraisal;
- A Contract of Sale/ or Conservation Easement Agreement signed by the applicant and the site owner(s);
- A completed Seller's Disclosure Form provided in the loan application package and;
- Two maps indicating the proposed site's proximity with respect to the delineated source water protection area.

THE FOLLOWING ITEMS ARE DEPENDENT UPON THE TYPE OF WATER SYSTEM YOU ARE APPLYING UNDER

I. Publicly owned (municipal) drinking water providers must include **two copies** of each of the following:
   - Audited financial statements for the three most recent fiscal years;
   - Current year budget;
   - Town Charter;
   - Most recent bond rating, if available;
   - Current and proposed user rates.

II. Corporate or privately owned systems shall provide **two copies** of each of the following with the application package:
   - Most recent three years audited financial statements;
   - Current year unaudited financial statements;
   - Articles of Incorporation;
   - State of Delaware business license;
   - Listing of corporate officers.
   - In addition, **sole-proprietorship and Chapter S corporations** must include signed IRS and State of Delaware tax filings for the last three fiscal years.
   - Evidence of the Internal Revenue Service tax exempt status of a nonprofit noncommunity entity must be included with the organization’s application.