U.S. SMALL BUSINESS ADMINISTRATION
COVID EIDL SERVICING CENTER

COVID EIDL PAYMENT ASSISTANCE REQUEST REQUIREMENTS

ATTENTION:
Submission of these requirements does not constitute an automatic approval, and the SBA retains all its rights to collect on the subject SBA loan under the terms as reflected in the loan documents. Any commitment made by the SBA will be provided separately in writing.

PROGRAM DETAILS:

1. This is a one-time consideration to relieve a short-term financial hardship.
2. Reduces the monthly payment 50% for 6-months.

For the U.S. Small Business Administration (SBA) to consider a *possible Payment Assistance* request, the below documentation must be provided.

GENERAL REQUIREMENTS:

1. Eligibility:
   a. Loan must be less than 120 days past due on loan payments
   b. Loan must not be in Charged-Off status
   c. Provide a detailed explanation of borrower's temporary financial difficulty or cash flow issue, as well as the reasons why it is considered a temporary situation rather than a long-term challenge.
2. Document requirements:
   a. A detailed letter from the borrower(s) or guarantor(s) (if any) detailing the request. This letter should include:
      - The SBA loan number;
      - Borrower's name and address;
      - How and when the borrower can be contacted;
      - Detailed explanation of borrower's temporary financial difficulty or cash flow issue, as well as the reasons why it is considered a temporary situation rather than a long-term challenge.
   b. Completed, signed and dated Consent to Verify Information and 3rd Party Authorization (Borrower Authorization) for all SBA borrower(s) and/or guarantor(s) (if any). (hyperlink to fillable PDF)

*Please submit the above required information to the US Small Business Administration at the **Covid EIDL Servicing Center** as shown below. Complete information packages may be emailed to Covideidlservicing@SBA.gov .*

Covid EIDL Servicing Center
E-mail: Covideidlservicing@SBA.gov
Box.com: Box.com - Upload files to Covid EIDL Servicing Center
Toll Free Phone: (833) 853-5638
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