

Pwogram Sibvansyon pou Rekiperasyon
Ti Biznis de Pandemi COVID-19 Eta New York



Empire State
Development

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Gid Pwogram ak Aplikasyon

(Rev. 10.22.21)



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Apèsi Pwogram lan



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Apèsi Pwogram lan

ENTWODIKSYON

Pwogram Sibvansyon pou Rekiperasyon Ti Biznis de Pandemi COVID-19 ("Pwogram" lan) te kreye pou li bay sibvansyon fleksib pou ti biznis, mikwo biznis ak artizana endepandan ak òganizasyon kiltirèl nan Eta New York ki eksperyanse difikilte ekonomik pandan pandemi COVID-19 lan.

Pou plis enfòmasyon sou Pwogram Sibvansyon pou Rekiperasyon Ti Biznis de Pandemi COVID-19 Eta New York e pou jwenn asistans lè w'ap aplike, tanpri gade www.nysmallbusinessrecovery.com.

MONTAN SIBVANSYON

N'ap kalkile montan sibvansyon an sou "Resi Brit Anyèl pou 2019*" biznis la:

Resi Anyèl Brit (2019)	Montan Sibvansyon
\$25,000-\$49,999	\$5,000 pa biznis
\$50,000-\$99,999	\$10,000 pa biznis
\$100,000-\$2,500,000	10% resi brit (jiska \$50,000)

*Gade pano 5 pou enfòmasyon sou kijan nou detèmine "resi brit".

Empire State Development kapab chanje montan sibvansyon an ak kalkilasyon yo

Apèsi Pwogram lan

DEFINISYON

1. **"Ti Biznis"** vle di yon biznis ki se yon rezidan eta New York, ki enkòpore nan Eta New York e lisanse, oubyen anrejistre pou li fè biznis nan New York, ki pou e opere de fason endepandan, ki pa dominan nan domèn li, e anplwaye **100 ou mwens** moun.
2. **"Mikwo biznis"** vle di yon biznis ki se yon rezidan eta New York, ki enkòpore nan Eta New York e lisanse, oubyen anrejistre pou li fè biznis nan New York, ki pou e opere de fason endepandan, ki pa dominan nan domèn li, e anplwaye **10 ou mwens** moun.
3. **"Atizana endepandan pou profi ak òganizasyon kiltirèl"** vle di yon biznis ki piti oubyen medyòm prive pou pwofi, ki opere endepandan ki fè pèfòmans an dirèk, oubyen yon biznis ki gen relasyon ak pèfòmans ki lokalize nan New York ki te enpakte negativman de pwotokòl sante ak sekirite COVID-19, e ki gen **100 ou mwens** anplwaye an plen tan, **sa ekskli anplwaye pou sezon**. Òganizasyon ki kalifye anba definisyon sa kapab enkli biznis ki angaje nan domèn ki enkli, men pa limite a, achitekti, dans, desen, fim, mizik, teyat, opera, medya, literati, aktivite mize, atizana vityèl, atizinana fòklò ak distribisyon pou wòl.
4. **"Pwotokòl sante ak sekirite COVID-19 "** vle di okenn restriksyon ki te enpoze sou operasyon biznis lan pa lòd ekzekitif 202 de 2020 pa Gouvènè a, oubyen okenn ekstansyon oubyen lòt lòd ekzekitif ki te bay an repons a pandemi COVID-19, oubyen okenn lòt estati, règ ouyen règleman ki te enpoze restriksyon nan operasyon biznis lan an repons a COVID-19.

Apèsi Pwogram lan

KALIFIKASYON POU TI BIZNIS KI ELIJIB

- Ti biznis, Mikro biznis ak atizana endepandan pou profi ak òganizasyon kiltirèl (kolektivman, "Aplikan Elijib") dwe vyab kounye a e dwe te kòmanse operasyon depi anvan 1 Mas, 2019 e kontinye an operasyon a pati de dat aplikasyon an (li kapab te fèmen a kòz de restriksyon COVID-19).
 - "Vyabilite" ap detèmine baze sou eske aplikan te gen benefis pozitif an 2019, kòm evidans ki rapòte nan aplikasyon taks aplikan an 2019 (gade pa anba).
- Aplikan ki elijib ap bezwen montre ke yo pèdi resi brit oubyen a kòz de pandemi COVID-19 oubyen konfòmite ak pwotokòl sante e sekirite COVID-19 ki vin fè modifikasyon, entèripsyon oubyen femti biznis lan.

Apèsi Pwogram lan

KALIFIKASYON POU TI BIZNIS KI ELIJIB (kont.)

- Ti Biznis ak Mikro Biznis dwe:
 1. Pou yo genyen Resi Brit 2019 oubyen 2020 ant \$25,000 ak \$2,500,000 pa ane menm jan li refilete nan Retou Taks Federal Aplikan.
 - liy 1a, Fòm IRS 1120 oubyen 1065;
 - liy 1, Fòm IRS 1040 Schedule C; oubyen
 - sòm liy 1a + liy 2, Fòm IRS 1040 Schedule F
 2. Montre benefis pozitif nan Retou Taks Biznis 2019 ou (\$1 ou plis)
 - liy 28, Fòm IRS 1120 (liy 21, Fòm IRS 1120S)
 - liy 22, Fòm IRS 1065;
 - liy 31, Fòm IRS 1040 Schedule C; oubyen
 - liy 34, Fòm IRS 1040 Schedule F
 3. Montre ke gen o mwens vennsenk (25%) pèt nan resi brit anyèl nan konparezon revni ane-pa-ane a pati de 31 Desanb, 2020 a menm peryòd lan an 2019, nan chak ka, jan ki li ye nan retou taks federal pou Aplikan pou ane 2019 ak 2020, ki enkli Asistans Chomaj pou Pandemi pou 2020, Konpansasyon Federal pou Chomaj Pandemi e/oubyen Pwogram Asistans pou Salè ki pèdi ki verifye pa Department of Labor pou Eta New York.
 - Pèt la ap kalkile baze sou diferans ant liy 1a nan Fòm IRS 1120 oubyen 1065, liy 1 nan Fòm IRS 1040 Schedule C, oubyen sòm ki nan liy 1a + liy 2 nan Fòm IRS 1040 Schedule F ki rapòte nan Retou Taks Federal ou nan liy 1a nan Fòm IRS 1120 oubyen 1065, liy 1 nan Fòm IRS 1040 Schedule C, oubyen sòm liy 1a + liy 2 nan Fòm IRS 1040 Schedule F ki rapòte nan retou taks federal 2020 (nan chak ka ki kouvri menm peryòd la). Valè ke yo kalkile an dwe montre yon rediksyon de 25% ane pou ane. Biznis ki gen yon ane taks ki pasyèl nan 2019 ap kalkile 25% pèt baze sou menm nonb mwa nan ane 2020.

Kòman pou Kalkile % Pèt (Egzanp)

% KALKILASYON SAN ASISTANS CHOMAJ PANDEMI (EGZANP)

Revni Anyèl Brit pou 2019= **\$1,000,000**

Revni Anyèl Brit pou 2020= **\$750,000**

Pèt Total: 25%

Rezilta: Ou Elijib pou Sibvansyon an

% KALKILASYON PÈT AK ASISTANS CHOMAJ PANDEMI (EGZANP)

Revni Anyèl Brit pou 2019= **\$1,000,000**

Revni Anyèl Brit pou 2020= \$750,000

Asistans Chomaj Pandemi ki peye nan 2020 = \$10,000

**Revni Anyèl Brit pou 2020 + Asistans Chomaj Pandemi
2020 = \$760,000**

Pèt Total: 24%

Rezilta: Ou pa Elijib pou Sibvansyon an Ankò

Apèsi Pwogram lan

KALIFIKASYON POU TI BIZNIS KI ELIJIB (kont.)

4. Montre ke depans total sou Revni Biznis lan nan ane 2020 ki retounen plis ke montan sibvansyon an.
 - o Kalkilasyon depans total kont montan sibvansyon ke nou pwopoze ap baze sou depans ke biznis lan rapòte nan retou taks federal 2020 ke biznis lan soumèt.
5. Kalkilasyon depans total kont montan sibvansyon ke nou pwopoze ap baze sou depans ke biznis lan rapòte nan retou taks federal 2020 ke biznis lan soumèt.
6. Pa dwe okenn taks federal, leta, oubyen lokal anvan 15 jiyè, 2020, oubyen gen yon repeman ki apwouve, plan pou peye pita, oubyen yon akò ki aplikab ak otorite taks federal, leta, ak lokal ki apwopriye.
7. Pa kalifye pou pwogram asistans sibvansyon biznis anba American Rescue Plan Act of 2021 oubyen nenpòt lòt pwogram federal ki disponib pou rekiperasyon ekonomik COVID-19 oubyen pwogram sibvansyon asistans biznis, ki gen ladan prè ki padone anba Paycheck Protection Program federal la, oubyen yo pa kapab jwenn ase asistans biznis nan pwogram federal sa yo. *

*Aplikasyon ki Elijib kapab resevwa oubyen vinn jwenn asistans federal sa yo:

- Prè Paycheck Protection Program ki \$250,000 ou mwens
- COVID-19 EIDL Advance Grant de \$10,000 ou mwens
- COVID-19 EIDL Supplemental Targeted Advance Grant de \$5,000 ou mwens
- SBA Shuttered Venue Operators Grant

Apèsi Pwogram lan

ENFÒMASYON ADISYONÈL

- Aplikan ki elijib dwe bay evidans, ki akseptab nan Eta New York ke Aplikan ki Elijib lan operasyonèl e ke Aplikan ki Elijib lan pa gen restriksyon nan okenn manda ajans leta, lokal oubyen lòt.
- Paske montan finansman limite e nou atann nou a anpil rekèt, tip biznis ou, jeografi, ak endistri kapab vinn yon faktè nan abilite'w pou resevwa sibvansyon an.
- N'ap bay priyorite a pwopriyetè biznis ki defavorize sosyalman ak ekonomikman ki gen ladan, men pa limite a, moun ki gen dizabilite, biznis ke veteran ki andikape posede, ak biznis veteran posede, oubyen biznis ki sitiye nan kominote ki te an detrès ekonomik anvan 1 Mas 2020, jan yo detèmine pa done resansman ki pi resan yo.
- Tout Aplikan ankouraje pou yo telechaje dokiman ki obligatwa yo nan 14 jou apre ke yo fin aplike. **Si ou pa konplete aplikasyon e telechaje tout dokiman obligatwa yo nan 60 jou sa ap fè ke aplikasyon an vinn inaktiv.**

Apèsi Pwogram lan

BIZNIS KI PA ELIJIB

- Tout Enstitisyon Non Pwofi, Legliz ak lòt enstitisyon relijye;
- Antite ke Gouvènman posede oubyen biwo ofisyèl ki sou pouvwa;
- Biznis ki prensipalman angaje nan aktivite politik oubyen espresyon;
- Biznis ki resevwa lanjan de Pwogram SBA Restaurant Revitalization Grant
- Mèt Kay ak biznis imobilye ak revni pasiv;
- Biznis ilegal ak antrepriz; e
- Lòt endistri oubyen tip biznis ki spesifye pa Empire State Development

Apèsi Pwogram lan

SÈVIS LAJAN KI ELIJIB

Sibvansyon an dwe sèvi pou kouvri depanhs ki gen rapò ak COVID-19 oubyen depans ke ou gen ant 1 Mas, 2020 ak 1 Avril 2021. Sa yo enkli:

1. Depans Pewòl;
2. Lwaye komèsyal oubyen peman ipotèk pou imobilye ki nan Eta New York (men pa pou okenn peman an avans lwaye oubyen ipotèk);
3. Peman pou imobilye lokal oubyen taks lekòl ki asosye ak lokasyon ti biznis nan Eta New York;
4. Depans Asirans;
5. Depans Bil;
6. Depans ekipman pwoteksyon pèsònèl (PPE) ki nesesè pou pwoteje travayè yo ak sante e sekirite konsomatè yo;
7. Depans chalè, vantilasyon, ak è kondisyone (HVAC);
8. Lòt depans machin ak ekipman;
9. Pwodwi ak materyèl ki nesesè pou an konfòmite ak pwotokòl sante ak sekirite COVID-19; oubyen
10. Lòt depans COVID-19 ki dokimante ke Empire State Development apwouve.

SÈVIS LAJAN KI PA ELIJIB

Sibvansyon ke ou resevwa de pwogram **sa pa ka** sèvi pou li repeye oubyen peye okenn pòsyon de yon prè ke ou resevwa de yon pake soulajman federal COVID-19 pou asistans biznis oubyen okenn pwogram asistans biznis Eta New York.

Apèsi Pwogram lan

DOKIMAN KI OBLIGATWA

1. Prèw de pèt Resi Brit oubyen lòt difikilte ekonomik: Retou Taks Federal Biznis lan pou 2019 **ak** 2020
 - Pou kooperasyon ak LLC - Fòm IRS 1120
 - Pou patenarya - Fòm IRS 1065 ak Schedule K-1s
 - Pou sèl pwopriyetè - Fòm IRS 1040 ak Schedule C
 - Pou bizniz agrikilti ki pou yon sèl pwopriyetè - enkli Fòm IRS 1040 Schedule F

NÒT: Retou taks federal ke ou voye nan ane 2019 ak 2020 obligatwa
2. Fòm IRS 4506-C ki konplete (si Lendistry mande li)
3. Prèw de lokasyon biznis lan ak kote l'ap opere **(dwe bay de (2) nan bagay sa yo):**
 - Lwaye aktyèl
 - Bil kay
 - Deklarasyon bank biznis kouran
 - Deklarasyon ipotèk biznis kouran
 - Deklarasyon kat kredi biznis lan
 - Bil asirans pwofesyonèl
 - Deklarasyon peman pa kat
 - Dokimantasyon koleksyon taks lavant NYS ST-809 oubyen ST-100

Apèsi Pwogram lan

DOKIMAN KI OBLIGATWA (kont.)

4. Orè pwopriyetè (li pa aplike pou yon sèl pwopriyetè): Lis non, adrès, Nimewo Sekirite Sosyal(pou pwopriyetè ki pa ameriken Nimewo Idantifikasyon Taks Endividyèl), nimewo telefòn, imèl, pousantaj pwopriyetè, ak foto idantifikasyon pou tout pwopriyetè ki gen 20% ou plis nan biznis lan:
 - Pou konplete aplikasyon an pou sibvansyon an, pwopriyetè/aplikan dwen gen o mwens 20% a bay lis non, adrès, Nimewo Sekirite Sosyal e pou pwopriyetè ki pa ameriken Nimewo Idantifikasyon Taks Endividyèl , nimewo telefòn, imèl, pousantaj pwopriyetè, ak foto idantifikasyon.
 - Pou konplete finansman pou sibvansyon an, aplikan dwe soumèt orè enfòmasyon pwopriyetè pou tout pwopriyetè ki gen plis ke 20% ou plis nan biznis lan: lis non, adrès, Nimewo Sekirite Sosyal e pou pwopriyetè ki pa ameriken Nimewo Idantifikasyon Taks, nimewo telefòn, imèl, pousantaj pwopriyetè ak Idantifikasyon foto.
 - Pou Pwopriyetè ki pa ameriken sipoze verifye Nimewo Idantifikasyon Taks Endividyèl yo a travè Fòm IRS CP565.
5. Prèv de nonb de anplwaye Dokiman NYS-45 ki soumèt pi resamman pou konpayi patron an.
6. Prèv de òganizasyon biznis lan **(dwe bay de (1) nan bagay sa yo)**:
 - Lisans biznis kouran
 - Sètifika biznis kouran
 - Sètifika Òganizasyon an
 - Sètifika de Non ki ou Pran (DBA)
 - Sètifika Otorite Eta New York
 - Atik Enkòporasyon
 - Dokiman ke minisipalite Eta New York ba ou pou montre ke ou kapan opere nan Eta New York.
7. Pou distribisyon lajan: Fòm IRS W-9 ak enfòmasyon bank

Dokiman ki obligatwa

Egzanp



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Prèv de pèt Resi Brit oubyen Lòt Difikilte Ekonomik

KOOPERASYON AK LLC
Fòm IRS 1120-S

Form **1120-S** U.S. Income Tax Return for an S Corporation
OMB No. 1545-0125
2019
Department of the Treasury Internal Revenue Service
Do not file this form unless the corporation has filed or is attaching Form 2553 to elect to be an S corporation.
Go to www.irs.gov/Form1120S for instructions and the latest information.
For calendar year 2019 or tax year beginning 2019, ending 2020
A S election effective date
B Business activity code number (see instructions)
C Check if Sec. 1361-M-3 attached
D Employer identification number
E Date incorporated
F Total assets (see instructions)
G Is the corporation electing to be an S corporation beginning with this tax year? Yes No If "Yes," attach Form 2553 if not already filed
H Check if: (1) Final return (2) Name change (3) Address change (4) Amended return (5) S election termination or revocation
I Enter the number of shareholders who were shareholders during any part of the tax year
J Check if corporation: (1) Aggregated activities for section 465 at-risk purposes (2) Grouped activities for section 468 passive activity purposes

PATENARYA
Fòm 1065 Schedule K-1

Schedule K-1 (Form 1065) 2020
OMB No. 1545-0123
451119
Part III Partner's Share of Current Year Income, Deductions, Credits, and Other Items
Partner's Share of Income, Deductions, Credits, etc.
Part IV Information About the Partnership
Part II Information About the Partner
K Partner's share of liabilities
L Partner's Capital Account Analysis
M Did the partner contribute property with a built-in gain or loss?
N Partner's Share of Net Unrecaptured Section 1259(a) Gain (or Loss)

SÈL PWOPRIYETÈ
(BIZNIS AGRIKILT)

Fòm 1040 Schedule F

SCHEDULE F (Form 1040) Profit or Loss From Farming
OMB No. 1545-0074
2020
Part I Farm Income - Cash Method, Complete Parts I and II, Attach Schedule F and II, and Part III, if applicable
Part II Farm Expenses - Cash and Accrual Method, Do not include personal or living expenses. See instructions.

4506-C KONPLETE
(SÈLMAN SI LENDISTRY MANDE LI)

Form 4506-C (September 2020) IVE Request for Transcript of Tax Return
OMB Number 1545-1872
Do not sign this form unless all applicable lines have been completed.
Request may be rejected if the form is incomplete or illegible.
For more information about Form 4506-C, visit www.irs.gov and search IVE.
1a Name shown on tax return (if a joint return, enter the name shown first)
1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)
2a If a joint return, enter spouse's name shown on tax return
2b Second social security number or individual taxpayer identification number if joint tax return
3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)
4 Previous address shown on the last return filed if different from line 3 (see instructions)
5a IVE participant name, address, and GCR mailbox ID
5b Customer file number (if applicable) (see instructions)
Caution: This tax transcript is being sent to the third party entered on Line 5a. Ensure that lines 5 through 8 are completed before signing. (see instructions)
6 Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request.
a Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-K, Form 1120-L, and Form 1120-RE. Return transcripts are available for the current year and returns processed during the prior 3 processing years.

Prèv de Òganizasyon Biznis lan

LISANS BIZNIS KI AKTYÈL



SÈTIFIKA BIZNIS KI AKTYÈL



Prèv de Òganizasyon Biznis lan

SÈTIFIKA ENKÒPORASYON

New York State
Department of State
Division of Corporations, State Records
and Uniform Commercial Code
Albany, NY 12231

(This form must be printed or typed in black ink)
**CERTIFICATE OF INCORPORATION
OF**

(Insert corporate name)

Under Section 402 of the Business Corporation Law

FIRST: The name of the corporation is: _____

SECOND: This corporation is formed to engage in any lawful act or activity for which a corporation may be organized under the Business Corporation Law, provided that it is not formed to engage in any act or activity requiring the consent or approval of any state official, department, board, agency or other body without such consent or approval first being obtained.

THIRD: The county, within this state, in which the office of the corporation is to be located is: _____

FOURTH: The total number of shares which the corporation shall have authority to issue and a statement of the par value of each share or a statement that the shares are without par value are: 20,000 shares at \$1 Par Value

FIFTH: The secretary of state is designated as agent of the corporation upon whom process against the corporation may be served. The address to which the Secretary of State shall mail a copy of any process accepted on behalf of the corporation is:

SIXTH: (optional) The name and street address in this state of the registered agent upon whom process against the corporation may be served is:

DOS-1259 (Rev. 5/03)

SÈTIFIKA DE NON KE OU PRAN (DBA)

New York State Department of State
Division of Corporations, State Records & Uniform Commercial Code
One Commerce Place, 99 Washington Avenue
Albany, NY 12243
www.dos.ny.gov

CERTIFICATE OF AMENDMENT OF CERTIFICATE OF ASSUMED NAME OF

(Insert Real Name of Entity)

Under Section 136 of the General Business Law

FIRST: The real name of the entity is: _____

SECOND: *Foreign entities only:* If applicable, the fictitious name the entity agreed to use in New York State is: _____

THIRD: If the real name of the entity is different on the last Certificate of Assumed Name or Certificate of Amendment of Certificate of Assumed Name, the previous name of the entity is: _____

FOURTH: The entity was formed or authorized under (indicate law):

☐ Business Corporation Law	☐ Not-for-Profit Corporation Law
☐ Education Law	☐ Revised Limited Partnership Act
☐ Insurance Law	☐ Other (specify law): _____
☐ Limited Liability Company Law	_____

FIFTH: The present assumed name is: _____

SIXTH: The date the original Certificate of Assumed Name was filed is: _____

SEVENTH: The date, if applicable, the last Certificate of Amendment of Certificate of Assumed Name was filed is: _____

EIGHTH: The following change(s) are being made (check the appropriate change(s)):

☐ **Entity Name:**
The new name of the entity is: _____

☐ **Assumed Name:**
The new assumed name is: _____

☐ **Principal Place of Business:**
The principal place of business is changed to (include the number and street, city, state and zip code) : _____

Prèv de Òganizasyon Biznis lan

SÈTIFIKA OTORITE



ATIK ENKÒPORASYON

New York State Department of State
Division of Corporations, State Records and Uniform Commercial Code
One Commerce Place, 59 Washington Avenue
Albany, NY 12231
www.dos.ny.gov

CERTIFICATE OF INCORPORATION
OF

(Insert Corporate Name)

Under Section 402 of the Business Corporation Law

FIRST: The name of the corporation is:

SECOND: This corporation is formed to engage in any lawful act or activity for which a corporation may be organized under the Business Corporation Law, provided that it is not formed to engage in any act or activity requiring the consent or approval of any state official, department, board, agency or other body without such consent or approval first being obtained.

THIRD: The county, within this state, in which the office of the corporation is to be located is:

FOURTH: The total number of shares which the corporation shall have authority to issue and a statement of the par value of each share or a statement that the shares are without par value are: 200 No Par Value

FIFTH: The Secretary of State is designated as agent of the corporation upon whom process against the corporation may be served. The address to which the Secretary of State shall mail a copy of any process accepted on behalf of the corporation is:

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Prèv de Lokasyon Biznis lan ak Operasyon Aktyèl li

Aplikan yo dwe bay **de (2)** de bagay sa yo pou montre prèv de lokasyon biznis lan ak operasyon aktyèl:

- Lwaye aktyèl
- Bil kay
- Deklarasyon bank biznis kouran
- Deklarasyon ipotèk biznis kouran
- Deklarasyon kat kredi biznis lan
- Bil asirans pwofesyonèl
- Deklarasyon peman pa kat
- Dokimantasyon koleksyon taks lavant NYS ST-809 oubyen ST-100

Nòt Enpòtan: Nan dokiman ke nou mete pa anlè a, deklaryon pou mwa yo dwe te nan dènye 30 jou de lè ke aplikasyon an soumèt, e lòt dokiman yo dwe vèsyon ki pi resan ki siyen e depoze.

NYS ST-809

NEW YORK STATE Department of Taxation and Finance
New York State and Local Sales and Use Tax Return for Part-Quarterly (Monthly) Filers
 Part-Quarterly (Monthly) ST-809
 January 2020
 Tax period: January 1, 2019 – January 31, 2019
 1120

Enter tax identification number
 Legal name (print SS number and legal name as it appears on the Certificate of Authority)
 DBA (doing business as) name
 Number and street
 City, state, ZIP code

Due date: Thursday, February 20, 2020
 You will be responsible for penalty and interest if your return and any payment due is not electronically filed or postmarked by this date.

Mandatory use Sales Tax Web File: Most filers fall under this requirement. See Form ST-809-L, Instructions for Form ST-809.

No tax due? Enter your gross sales and services in box 1 of Step 1 below, enter *none* in boxes 2 and 3. You must file by the due date even if no tax is due. There is a \$50 penalty for late filing of a no-tax-due return. See instructions.

Has your address or business information changed? If so, visit our website (see Note) for instructions and see the change my address option for further instructions. If not, check the box to the right and enter new mailing address above. See instructions.

Complete Step 1 or Step 2, but not both.

Step 1 Long method of calculating tax due (see instructions)

1	Enter total gross sales and services (to nearest dollar)	1	00
2	Enter total taxable sales and services (to nearest dollar)	2	00
3	Enter total purchases subject to tax (to nearest dollar)	3	00
4	Sales and use tax	4	00
5	Credit for prepaid sales tax	5	00
6	Net tax due (subtract box 5 amount from box 4 amount)	6	00
7	Credits not identified (attachments required)	7	00
8	Advance payments	8	00
9	Add box 7 amount to box 6 amount	9	00
10	Sales and use tax due (subtract box 8 amount from box 9 amount)	10	00
11	Penalty and interest	11	00
12a	Amount due (add box 10 amount to box 11 amount)	12a	00
12b	Amount paid	12b	00

Step 2 Short method of calculating tax due (see instructions)

1	Comparable quarter of previous year	1	00
2	Tax due (enter box 1 amount)	2	00
3	Credit for prepaid sales tax	3	00
4	Net tax due (subtract box 3 amount from box 2 amount)	4	00
5	Credits not identified (attachments required)	5	00
6	Advance payments	6	00
7	Add box 5 amount to box 4 amount	7	00
8	Sales and use tax due (subtract box 7 amount from box 4 amount)	8	00
9	Penalty and interest	9	00
10a	Amount due (add box 8 amount to box 9 amount)	10a	00
10b	Amount paid	10b	00

*Include short method adjustment in box 1 (see Short method adjustment on page 3 of instructions.) For office use only
 Locality: Adjustment \$

8888888888888888
 ST-809 (1/20) Page 1 of 2

Prèv de Òganizasyon Biznis lan

DOKIMANTASYON TAKS POU VANT ST-100

New York State Department of Taxation and Finance
New York State and Local
Quarterly Sales and Use Tax Return

Quarterly ST-100

June July August
Tax period
June 1, 2009 – August 31, 2009

Sales tax identification number

Legal name (Print ID number and legal name as it appears on the Certificate of Authority)

DBA (doing business as) name

Number and street

City, state, ZIP code

September 2009

Due date:
Monday, September 21, 2009

No tax due? Enter your gross sales and services in box 1 of Step 1 below, in Step 3 on page 3, enter date in boxes 12, 13, and 14 and complete Step 8. You must file by the due date even if no tax is due. There is a \$50 penalty for late filing of a no-tax-due return. See 6 in instructions.

Final return? Mark an X in the box to the right if you are discontinuing your business and this is your final return; complete this return and the back of your Certificate of Authority. Attach the Certificate of Authority to the return. See 6 in instructions.

Has your address or business information changed? If so, visit our Web site at www.nystax.gov and see the change my address option for further instructions, or mark an X in the box to the right and enter new mailing address above. See 6 in instructions.

Step 1 of 9 Gross sales and services Enter total gross sales and services (including exempt sales). Do not include sales tax in this amount. See 6 in instructions.

Step 2 of 9 Do I need to file any additional schedules? Need to obtain schedules? See Need help? on page 4 of Form ST-100-4.

Form ST-100.2, Quarterly Schedule A — Use to report tax and taxable receipts from sales of food and drink (restaurant meals, takeout, etc.) and from hotel/motel room occupancy in Nassau or Niagara County, as well as admissions, club dues, and cabaret charges in Niagara County.

Form ST-100.3, Quarterly Schedule B — Use to report tax due on nonresidential utility services in certain counties where school districts or cities impose tax, and on residential energy sources and services subject to local taxes. Remainder: Use Form ST-100.3-ATT, Quarterly Schedule B-ATT, to report sales of these nonresidential utility services made to QEZEs.

Form ST-100.10, Quarterly Schedule FR — Use to report retail sales of qualified motor fuel or diesel motor fuel and fuel taken from inventory, as explained in the schedule's instructions.

Form ST-100.7, Quarterly Schedule H — Use to report sales of clothing and footwear eligible for exemption from New York State and some local sales and use tax.

Form ST-100.5, Quarterly Schedule N — Use to report taxes due and sales of certain services in New York City. Remainder: Use Form ST-100.5-ATT, Quarterly Schedule N-ATT, if you are a provider of parking services in New York City.

Form ST-100.9, Quarterly Schedule Q — Use to report sales of tangible personal property or services to Qualified Empire Zone Enterprises (QEZE) eligible for exemption from New York State and some local sales and use tax.

Form ST-100.8, Quarterly Schedule T — Use to report taxes due on telephone services, telephone answering services, and telegraph services imposed by certain counties, school districts, and cities. Remainder: Use Form ST-100.8-ATT, Quarterly Schedule T-ATT, to report sales of these services made to QEZE.

Schedules CT and NJ: For reciprocal tax agreement filing requirements, see 6 in instructions.

Refer to Form ST-100-4, Instructions for Form ST-100, if you have questions or need help. Please be sure to keep a completed copy of your return for your records.

Proceed to Step 3, page 2

5000108090094 ST-100 (8/09) Page 1 of 4

DOKIMAN NYS-45 KI SOUMÈT PI RESAMMAN
POU KONPAYI PATRON AN.

NYS-45 (1/19) Quarterly Combined Withholding, Wage Reporting, And Unemployment Insurance Return

Reference these numbers in all correspondence:

UI Employer registration number

Withholding identification number

Employer legal name:

Number of employees

Part A - Unemployment insurance (UI) information

Part B - Withholding tax (WT) information

1. Total remuneration paid this quarter

2. Remuneration paid this quarter in excess of the UI wage base since January 1 (see inst.)

3. Wages subject to contribution (add line 2 from line 1)

4. UI contributions due Enter your UI rate %

5. Re-employment service fund (multiply line 3 x .00075)

6. UI previously underpaid with interest

7. Total of lines 4, 5, and 6

8. Enter UI previously overpaid

9. Total UI amounts due if line 9 is greater than line 8, enter difference here and mark as X (20 or 20a)

10. Total UI overpaid if line 8 is greater than line 9, enter difference and mark box 11 below

11. Apply to outstanding liabilities and/or refund

12. New York State tax withheld

13. New York City tax withheld

14. Yonkers tax withheld

15. Total tax withheld (add lines 12, 13, and 14)

16. WT credit from previous quarter's return (see inst.)

17. Form NYS-1 payments made for quarter

18. Total payments (add lines 16 and 17)

19. Total WT amount due if line 15 is greater than line 16, enter difference

20. Total WT overpaid if line 16 is greater than line 15, enter difference here and mark as X (20 or 20a)

20a. Apply to outstanding liabilities and/or refund

20b. Credit to next quarter withholding tax

21. Total payment due (add lines 9 and 19; make one adjustment payable to NYS Employment Contributions and Taxes)

* An overpayment of either UI contributions or withholding tax cannot be used to offset an amount due for the other. Complete Parts D and E on back of form, if required.

Part C - Employee wage and withholding information

Quarterly employee/employee wage reporting and withholding information (If more than five employees or if reporting other wages, do not make entries in this section; complete Form NYS-45-ATT. Do not use negative numbers; see instructions.)

a Social Security number b Last name, first name, middle initial c Total UI contributions paid this quarter d Gross federal wages or distribution (see instructions) e Total NYS, NYC, and Yonkers tax withheld

Totals (column c must equal remuneration on line 1; see instructions for exceptions)

Sign your return: I certify that the information on this return and any attachments is to the best of my knowledge and belief true, correct, and complete.

Signature (see instructions) Signer's name (please print) Title

Date Telephone number

Orè pwopriyete

Lis non, adrès, Nimewo Sekirite Sosyal(pou pwopriyetè ki pa Ameriken Nimewo Idantifikasyon Taks Endividyèl), nimewo telefòn, imèl, pousantaj pwopriyetè, ak foto Idantifikasyon pou tout pwopriyetè ki gen 20% ou plis nan biznis lan.

Ou kapab telechaje fòm sa nan Pòtay la oubyen si ou [KLIKE LA](#).

Name	Jane Doe
Residential Address	123 Test Street
City	New York City
State	New York
Postal Code	10001
SSN or ITIN	000-00-0001
Phone Number	123-456-7890
E-mail	janedoe@yopmail.com
Percentage Ownership	100%

Dokiman ki obligatwa pou distribisyon lajan (Sèlman pou Aplikan elijib ki Apwouve pou Sibvansyon)

W-9

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**
Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

☐ Other (see instructions) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 8).
Exempt payee code (if any) ▶
Exemption from FATCA reporting code (if any) ▶
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.
Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
OR
Employer identification number

Part II Certification
Under penalties of perjury, I certify that:
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here
Signature of U.S. person ▶
Date ▶

ENFÒMASYON KONT AN BANK

* Bank Name

* Routing Number
(What is this?)

* Confirm Routing Number

* Checking Account Number
(What is this?)

* Confirm Checking Account Number

Konsèy pou Aplike



Empire State
Development

Powered by
lendistry

Konsèy #1: Sèvi ak Google Chrome

ENSTRIKSYON

Pou pi bon eksperyans , tanpri sèvi ak Google Chrome pandan tout pwosesis aplikasyon an.

Lòt navigatè entènèt kapab pa sipòte sistèm nou an e koze erè nan aplikasyon an.

Si ou pa gen Google Chrome nan aparèy ou, ou kapab telechaje li gratis nan <https://www.google.com/chrome/>

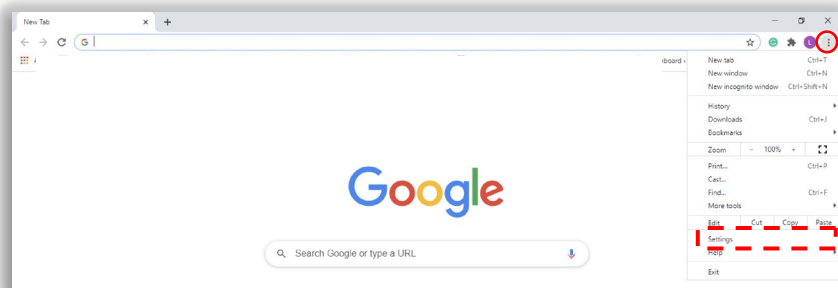
Anvan ou kòmanse aplikasyon an, tanpri fè bagay sa yo nan Google Chrome:

- 1. Efase "Cache" ou yo:** Done "Cache" se enfòmasyon ki te anrejistre nan sit entènèt ke ou te deja sèvi oubyen aplikasyon e li sèvi prensipalman pou li ede'w pou ale sou entènèt pi rapid lè li gentan mete enfòmasyon'w. Men, done ki "cached" kapab genyen ansyen enfòmasyon tankou ansyen mo de pass oubyen enfòmasyon enkrèk ke ou te mete. Sa kapab kreye erè nan aplikasyon'w lan e kapab vinn fè nou make enfòmasyon'w pou potansyèl fròd.
- 2. Ouvri "incognito mode":** "Incognito mode" pèmèt ou antre enfòmasyon'w an prive e li evite ke done'w anrejistre oubyen "cached".
- 3. Dezaktive "pop-up blocker" w:** Aplikasyon nou an enkli plizyè mesaj k'ap monte ke nou sèvi pou nou konfime presizyon enfòmasyon ke ou bay la. Ou sipoze dezaktive "pop-up blocker" nan Google Chrome pou wè mesaj sa yo.

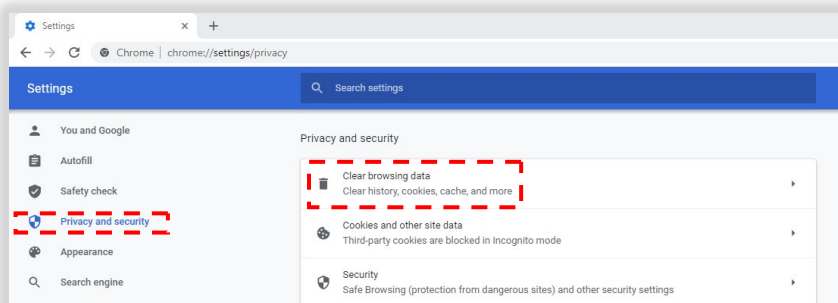
Konsèy #2: Efase "Cache" ou yo

ENSTRIKSYON

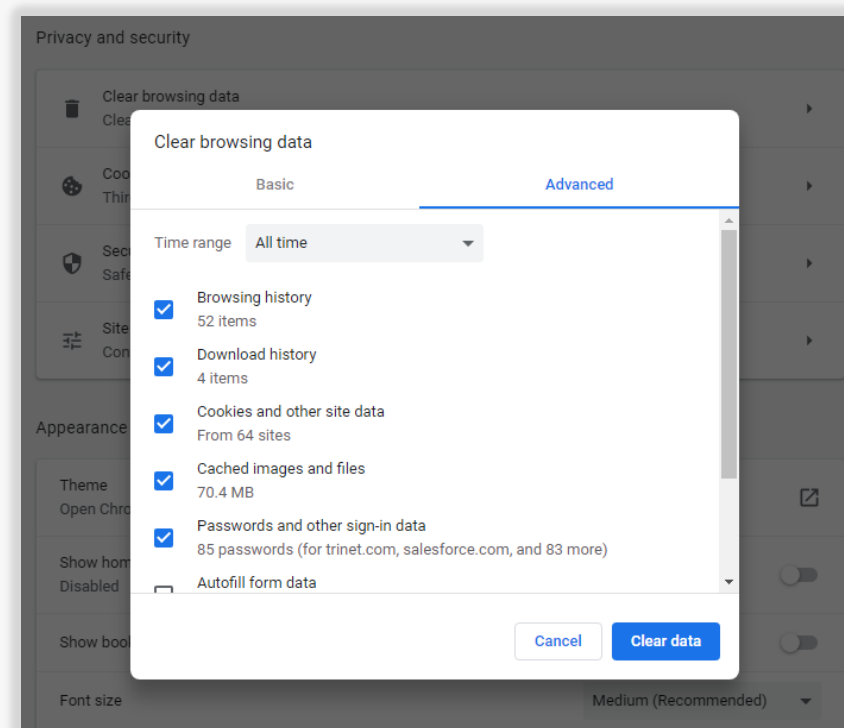
1. Klike sou twa ti pwen nan nan pwen at dwat pa anlè, epi ale nan **"Settings"**.



2. Ale nan **"Privacy and Security"** Epi selekte **"Clear Browsing Data"**.



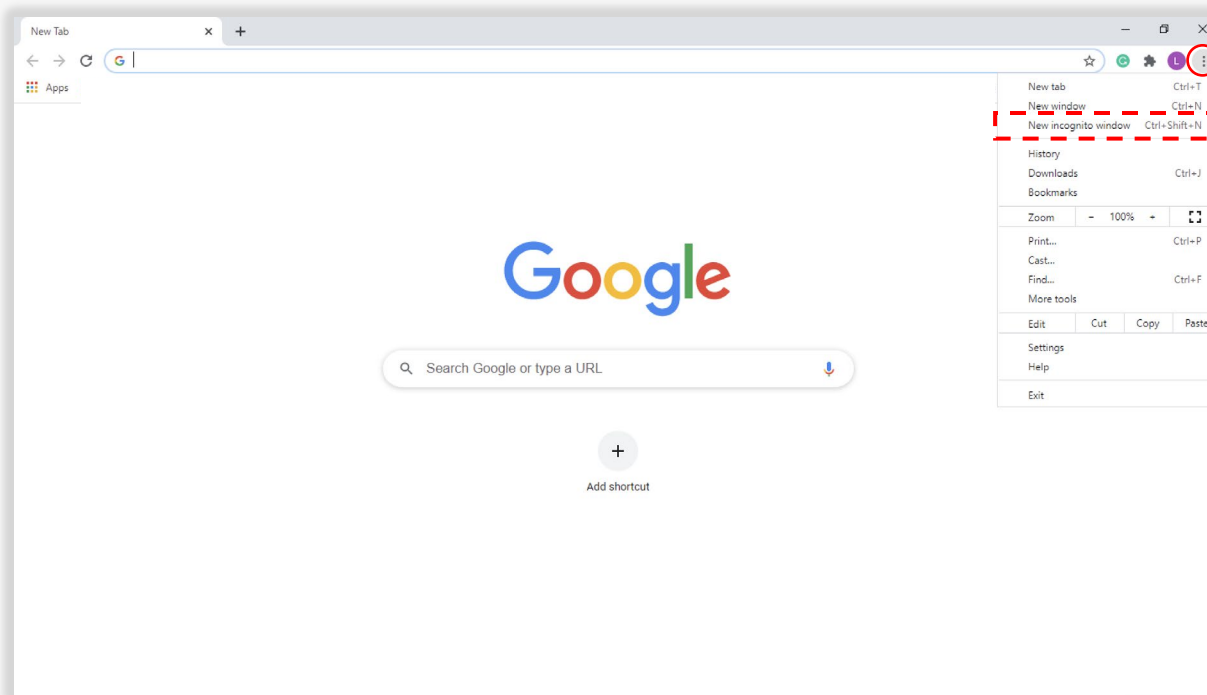
3. Selekte **"Clear Data"**.



Konsèy #3: Sèvi ak "Incognito Mode"

ENSTRIKSYON

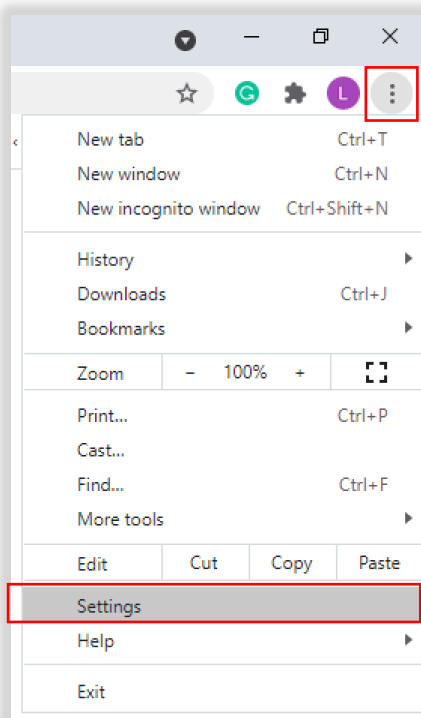
Klike sou twa ti pwent ki nan pwent at dwat pa anlè de navigatè entènèt la, epi selekte **"New incognito window"**. Navigatè'w la ap ouvri yon nouvo paj.



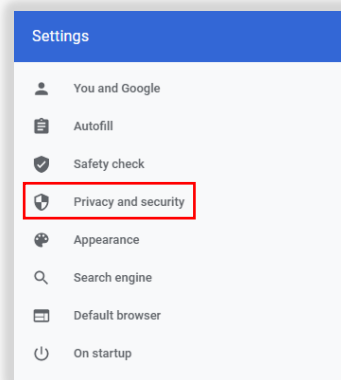
Konsèy #4: Dezaktive "Pop-Up Blocker"

ENSTRIKSYON

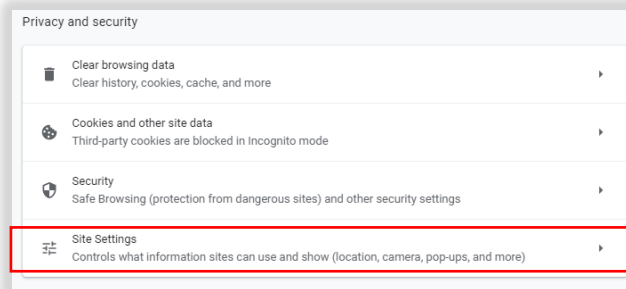
1. Nan Google Chrome, klike sou twa ti pwen nan nan pwen at dwat pa anlè epi selekte **"Settings"**



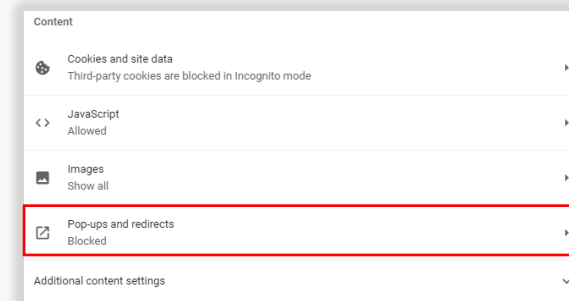
2. Selekte **"Privacy and Security"**



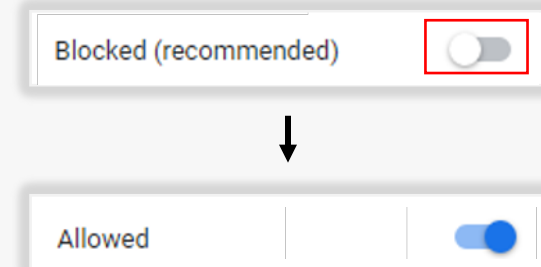
3. Selekte **"Site Settings"**



4. Selekte **"Pop-up and Redirects"**.



5. Klike sou bouton an pou li kapab vini **ble** e estatu an chanje de **"Blocked"** a **"Allowed"**



Konsèy #5: Soumèt tout dokiman yo sou fòm PDF

ENSTRIKSYON

Fòm elektronik lan dwe klè, aliye dwat, e pou li pa gen okenn fon ki deranje'l.

Nòt enpòtan pou Telechaje Dokiman:

- **Tout dokiman dwe soumèt sou fòm PDF (dokiman .IMG ak .JPEG PA sipòte).**
- Gwosè dosye sipoze mwens de 15 megabit.
- Non fichye PAKA gen karaktè spesyal tankou (!@#\$%^&*()_+).
- Si fichye gen yon mo de pass ki pwoteje li, w'ap bezwen antre sa nan pòtay la sinon nou pap ka wè dokiman.

Si ou pa gen yon skanè, nou rekòmande pou sèvi ap apolikasyon telefòn gratis sa yo:

Genius Scan

Apple | [Klike la pou Telechaje](#)
Android | [Klike la pou Telechaje](#)

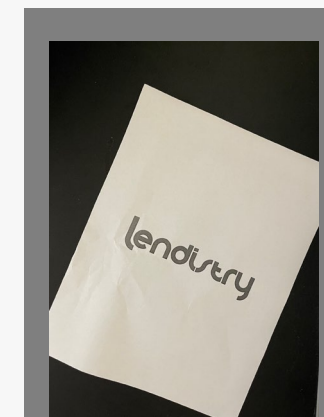
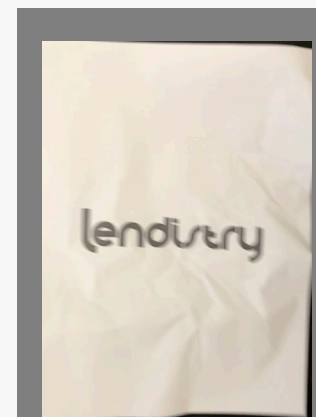
Adobe Scan

Apple | [Klike la pou Telechaje](#)
Android | [Klike la pou Telechaje](#)

KORÈK



ENKORÈK



Konsèy #6: Sèvi ak yon adrès imèl ki valid

ENSTRIKSYON

Tanpri fè an sòt ke w'ap sèvi ak yon adrès imèl ki valid lè w'ap aplike. W'ap resevwa mizajou ak plis enstriksyon nan adrès imèl ke ou ba nou an.

NÒT ENPÒTAN - sistèm nou an pap aksepte oubyen rekonèt adrès imèl sa yo:

Imèl ki kòmanse ak **info@**
Egzanp: info@mycompany.com

Imèl ki fini ak **@contact.com** oubyen **@noreply.com**
Egzanp: example@contact.com
Egzanp: example@noreply.com

Konsèy #7: Tradwi Aplikasyon an nan Lang ke ou Prefere

ENSTRIKSYON

Aplikasyon nou an ap tradwi nan lang sa yo:

- Arabik
- Bangali
- Chinwa (Mandaren Senplifye)
- Fransè
- Alman
- Kreyòl Ayisyen
- Endou
- Italyen
- Koreyen
- Polich
- Ris
- Espanyòl
- Yidich

Nòt Enpòtan: Pou sipò ki pa an anglè pou konplete aplikasyon an, tanpri kontakte sant apèl nou oubyen vizite

www.nysmallbusinessrecovery.com.

Aplikasyon an

Ki enfòmasyon ke ou Bezwen



Empire State
Development

Powered by
lendistry

Anvan ke ou Kòmanse

A KISA POU ATANN OU

Aplikasyon sibvansyon sa administre pa Empire State Development e aplike pa Lendistry.

Anvan nou kòmanse, w'ap bezwen an liy nan yon chanb pou kòmanse yon NOUVO Aplikasyon.

(Nòt Enpòtan: PA ranpli plizyè aplikasyon. Sa kapab vinn parèt tankou yon fròd a l'ap deranje aplikasyon an.)

Ou pa bezwen konplete aplikasyon an nan yon sesyon e w'ap gen yon opsyon pou sofegade e kontinye pita.

Antre enfòmasyon kontak ou nan seksyon “Let’s Get Started” de aplikasyon an pou resevwa enfòmasyon pou rantr sou kont ou nan Pòtay la. Yon fwa pou aktive kont ou, ou kpab konplete aplikasyon ki poko fini an.

New York State
COVID-19 Pandemic Small Business
Recovery Grant Program

You are now in line to start a NEW application for the grant.

(Do NOT fill out multiple applications. This will be detected as potential fraud and will disrupt your application.)

Once it is your turn, you will have 10 minutes to begin your application. You do not have to complete the application in one session and will have an option to save and continue it later.

Enter your contact information in the “Let’s Get Started” section of the application in order to receive login in credentials to our Portal. Once you activate your account, you will be able complete your unfinished application.

While you wait, we recommend reviewing the following:
Program and Application Guide: [CLICK HERE](#)
Video Tutorials: [CLICK HERE](#)

Number of Users Ahead of You: 2340
Your Estimated Wait Time: 5 minutes

Notify me when it is my turn.

ENTER EMAIL ADDRESS

[CLICK HERE](#) to leave the line. You will lose your place.



Seksyon 1: Kòmanse ak Aplikasyon'w lan.

KI ENFÒMASYON KE'W BEZWEN?

- Premye Non
- Siyati
- Imèl
- Nimewo Telefòn
- Non Biznis
- Kòd Postal Biznis lan
- Patnè ki refere'w (Seleksyon pou pati sa pap enpakte aplikasyon'w lan)
- Langaj Prefere

Nòt Enpòtan: Tanpri sèvi ak yon adrès imèl ki valid nan seksyon sa. N'ap vote mizajou ki enpòtan ak plis enstriksyon nan adrès imèl ki ou bay la. Refere a "Konsèy pou Aplike" pou lis adrès imèl ki envalid.

SMS/RÈGLEMAN TÈKS

Estati pou mizajou pou aplikasyon sibvansyon'w lan ap disponib nan SMS/Tèks. Pou kapab resevwa mizajou pa SMS/Tèks, tanpri bay konsantman'w apre ke ou finn li divilgasyon an epi ou cheke bwat la. Si ou ta renmen dezabone de sa, kite bwat la san ou pa cheke li.

Let's get started with your application (New York Small Business Recovery Grant Program) Collapse All Sections

First Name (Please enter answer in English) *	Last Name (Please enter answer in English) *
Jane	Doe
Email Address *	Confirm Email Address *
nyrecovery@yopmail.com	nyrecovery@yopmail.com
Owner cell Phone *	Confirm owner cell Phone *
123-555-0000	123-555-0000
Business Name (Please enter answer in English) *	Zip Code of Business *
My Company	10001
Referral Partner *	Preferred Language *
ACCORD Corporation	English

☒ I accept the [SMS/Text Policy](#)

CONTINUE

KONSANTMAN POU APÈL OTOMATIK OUBYEN MESAJ TÈKS:

CONSENT TO AUTO-DIALED CALLS OR TEXT MESSAGES:

I expressly consent to receive calls and messages to landline, wireless or similar devices, including auto-dialed and pre-recorded message calls and SMS messages (including text messages) from Lendistry and/or its authorized representatives at telephone numbers that I have provided in my application for the purposes of receiving updates and other information related to the New York State COVID-19 Pandemic Small Business Recovery Grant Program. I acknowledge that consent is not a condition of submitting an application, and that message and data rates may apply.

Okay

Seksyon 2: Detay Pwopriyetè

KI ENFÒMASYON KE'W BEZWEN?

- Premye Non Pwopriyetè
- Siyati Pwopriyetè
- Imèl Pwopriyetè
- Adrès, Vil, Eta, Kòd Postal ak Konte Pwopriyetè
- Dat Fèt Pwopriyetè
- Nimewo Sekirite Sosyal Pwopriyetè (oubyen ITIN)
- % Pwopriyetè a

TÈM AK KONDISYON

Cheke bwat la pou rekonèt ke ou li e dakò ak Règleman e Kondisyon. Ou sipoze dakò pou kapab avanse ak aplikasyon sibvanson an.

Owner Details

Owner First Name *

Jane

Owner Last Name *

Doe

Owner Email *

nyrecovery@yopmail.com

Owner Telephone *

123-555-0000

Owner Address (Please do not enter PO Box & enter answer in English) *

123 Test Street

Owner Address 2 (Please do not enter PO Box & enter answer in English)

Owner City (Please enter answer in English) *

New York City

Owner State *

New York

Owner Zip *

10001

Owner County *

Albany County

Owner date of birth (mm/dd/yyyy) *

12/03/1991

Owner Social Security (SSN) or (ITIN) *

000-00-0001

% of Ownership *

100

☒ I accept the [Terms and Conditions](#)

SAVE & AGREE

TÈM AK KONDISYON

By checking the box I acknowledge that I have read and agree to the following:

1. [Terms of Use](#)

2. [Additional Authorizations](#)

3. [Privacy Policy](#)

LENDISTRY is a licensed California Financial Lender, License # 60DBO66872

Okay

Seksyon 3: Enfòmasyon biznis

KI ENFÒMASYON KE'W BEZWEN?

- Non Biznis
- DBA (si li aplikab)
Nòt: Si biznis ou a pa gen yon DBA, tape "NONE" nan seksyon sa.
- Nimero Taks Biznis
- Nimewo Telefòn Biznis
- Tip de Biznis
- Eta ke biznis la te fòme.
- Adrès, Vil, Eta, Kòd Postal ak Konte Biznis lan
- Dat ke Biznis lan Kòmanse
- Sit Entènèt Biznis lan
Nòt: Si biznis ou a pa gen yon sit entènèt, tape "NONE" nan seksyon sa.

Business information

Business Name *	My Company	DBA (Doing Business As)-[Note-If No DBA type NONE] (Please enter answer in English) *	none
Business EIN (Only digits, cannot contain special character or spaces) *	000000001	Business Phone # *	123-555-0000
Business Type *	Corporation	State of Incorporation *	New York
Business Address (Please do not enter PO Box & enter answer in English) *	123 Company Street	Address 2 (Please do not enter PO Box & enter answer in English)	
City (Please enter answer in English) *	New York City	State *	New York
County *	Albany County	Zip *	10001
Date Business Established (mm/dd/yyyy) *	04/23/2016	Business Website URL - (if no website please type none.com) *	none.com

Seksyon 4: Kòman nou kapab ede'w?

KI ENFÒMASYON KE'W BEZWEN?

- Rezon pou Sibvansyon an
- Estimasyon Montan Elijibilite Sibvansyon
Nòt: Montan ke ou mande a baze sou Revni Anyèl Biznis la an 2019.
- Revni Anyèl Brit pou 2019 (sa dwe matche retou taks ou)
- Eske biznis lan te fè profi an 2019? (Liy 28, Fòm IRS 1120; Liy 22, Fòm IRS 1065; oubyen liy 34, Fòm IRS 1040 Schedule C).
- # Anplwaye an Plen Tan (2020)*
- # Anplwaye Pasyèl (2020)*
- # de Travay ke ou Kreye (2020)
- # de Travay ke ou Kenbe (2020)

***Mèt Biznis ki touche tankou anplwaye biznis lan e resevwa yon W-2 dwe enkli tèt yo nan nonb anplwaye ke yo konte.**

How can we help you [Watch Video](#)

Purpose of grant *	Estimated grant eligibility amount *
Payroll Costs	\$ 10000 Check Eligibility
Annual Gross Receipts for 2019 (this should match your tax return) *	Was your business profitable in 2019?
\$ 50000	Yes
# of Full-time Employees (2020) *	# of Part-time Employees (2020) *
5	0
# of Jobs created (2020) *	# of Jobs retained (2020) *
0	3

Seksyon 5: Demografi biznis lan

KI ENFÒMASYON KE'W BEZWEN?

- Kiyès ki baz konsomatè'w?
 - **B2B: Biznis a Biznis**
Konpayi ki bay sèvis oubyen pwodwi bay lòt konpayi
 - **B2C: Biznis a Konsomatè**
Konpayi ki vann dirèkteman a konsomatè endividyèl
- Kisa Biznis ou fè? Ki tip de Biznis ke li ye?
- Di nou plis.
- Kòd NAICS*
- Biznis ke Fanm Posede?***+
- Biznis ke Veteran Posede?*
- Andikape?*
- Ras?
- Etnisite?
- Franchiz?
- Biznis ke Minorite Posede?***+

Sistèm Kòd NAICS sèvi pa Ajans Federal Statistik pou yo kolekte, analize, e pibliye done statistik ki gen rapò ak Ekonomi Etazini.

NAICS se yon sistèm ki atribye a tèt li; pa gen moun ki kapab atribye'w yon kòd NAICS.

Sa sa vle di sè ke konpayi an atribye yon kòd a ou menm ki pi byen dekri aktivite prensipal biznis ou e li sèvi ak li lè yo mande pou kòd la.

Pou jwenn kòd NAICS ou, ale nan www.naics.com.

***Moun ki dirèkteman posede plis ke 50% nan enterè pwopriyete biznis lan.

+Sètifikasyon Eta New York pa nesesè

Seksyon 6: Divilgasyon

KI ENFÒMASYON KE'W BEZWEN?

1. De dat aplikasyon an eske biznis ou ouvri e ap opere?
2. Eske biznis ou òganize kòm yon Biznis Pou-Profi?
3. Eske ou an bon konfòmite ak lwa federal, leta, ak lokal, règleman, kòd ak kondisyon ki aplikab?
4. Eske ou dwe okenn taks federal, leta, oubyen lokal anvan 15 Jiyè, 2020, e ou pa gen yon repeman ki apwouve, plan pou peye pita, oubyen yon akò ak otorite taks federal, leta, ak lokal ki apwopriye?
5. Eske Biznis ou se yon Biznis Atizasa Endepandan Pou Profi ak sektè kiltirèl jan nou defini'l pa anlè? (si ou reponn "wi" tanpri reponn kesyon adisyonèl ki nan aplikasyon an)
6. Eske ou se yon biznis ke yon Veteran ki Andikape posede?
7. Eske biznis ou an fèt tankou yon kooperativ travayè?
8. Eske plis de 50% ti biznis lan pou yon moun ki sosyalman e ekonomikman nan dezavantaj, ki kapab enkli minorite oubyen ki pou fanm, yon veteran ki andikape oubyen biznis ki pou yon veteran, oubyen biznis ki lokalie nan kominote ki gen detrès ekonomik anvan 1 Mas, 2020 (daprè Sansis Etazini)?
9. Revni anyèl brit pou 2019? (sa dwe matche retou taks ou)
10. Revni Anyèl Brit pou 2020? (sa dwe matche retou taks ou)
11. Pou konbyen mwa ou te an operasyon an 2019?
12. Pandan pandemi COVID-19, eske biznis ou resevwa okenn finansman ijans ki gen rapò ak COVID-19?
13. Eske ou te resevwa okenn èd oubyen sipò de yon Founisè Asistans Teknik Eta New York?
14. Eske ou te resevwa okenn èd oubyen sipò de yon Sant Asistans pou Antreprenè, founisè (EAC) ?
15. Eske ou te resevwa okenn èd oubyen sipò de yon Enstitisyon Devlopman Finansyèl (CDFI)?
16. Eske ou te resevwa okenn èd oubyen sipò de Chanb Komès?
17. Eske ou te resevwa okenn èd oubyen sipò de Sant Devlopman Ti Biznis (SBDC)?
18. Eske biznis ou an aktyèlman bezwen sipò asistans teknik oubyen èd?
19. Eske biznis ou an aktyèlman bezwen yon prè?

The screenshot shows a digital survey form titled "Divilgasyon" (Disclosure) in the top left corner. In the top right corner, there is a small blue icon and the text "Gade Videyo". The form contains seven numbered questions, each followed by a dropdown menu labeled "Tanpri chwazi yon repons *".

- 1) Apati dat aplikasyon an, eske biznis ou ouvri epi opere? (Tanpri chwazi yon repons *)
- 2) Eske biznis ou òganize kòm biznis pou pwofi? (Tanpri chwazi yon repons *)
- 3) Eske w respekte lwa, règleman, kòd ak egzijans federal, eta ak lokal ki aplikab yo? (Tanpri chwazi yon repons *)
- 4) Eske w dwe nenpòt taks federal, leta oswa lokal anvan 15 Jiyè 2020, epi ou pa gen yon plan ranbousman apwouve, oswa an akò avèk otorite taks federal, eta ak lokal ki apwopriye yo? (Tanpri chwazi yon repons *)
- 5) Eske biznis ou nan sektè atizay ak kiltirèl Endepandan pou pwofi a jan yo defini pi wo a? (Tanpri chwazi yon repons *)
- 6) Eske w se yon biznis ki posede yon veteran ki andikape? (Tanpri chwazi yon repons *)
- 7) Eske biznis ou etabli kòm yon kooperativ travayè? (Tanpri chwazi yon repons *)

Seksyon 7: Konfimasyon

ENSTRIKSYON

Nan fen aplikasyon an, ou gen de opsyon:

1. Sofgade aplikasyon an e fini'l pita: Selekte NO

Si ou ta renmen sofagde e konplete aplikasyon an pita, selekte **NO** kite pati an vid e klike "Save & Continue Later"

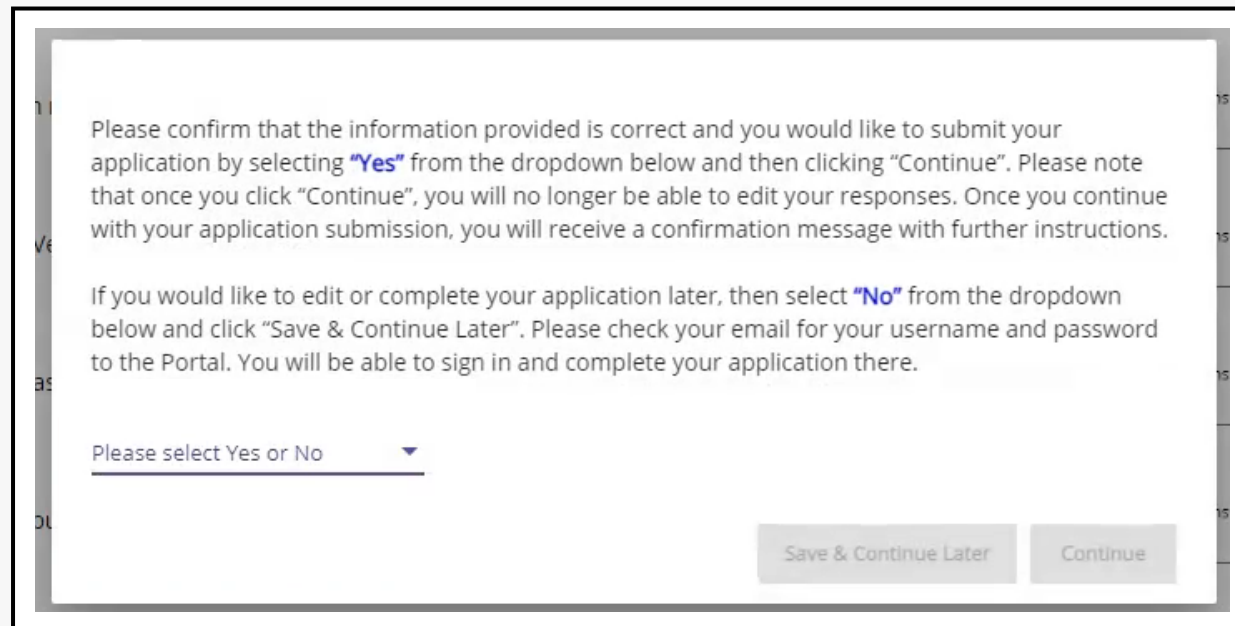
Nòt Enpòtan: Aplikasyon'w lan dwe konplete pou nou kapab konsidere'w pou sibvansyon an.

2. Konplete aplikasyon'w lan e soumèt: selekte YES

Si enfòmasyon ke ou bay la korèk e ou ta renmen konplete aplikasyon an pou soumèt li, selekte **YES** e klike "Continue".

Nòt Enpòtan: Ou pakapab chanje aplikasyon'w lan yon fwa ke ou finn soumèt li.

Si mesaj konfimasyon pa parèt, tanpri fè an sòt ke ou dezaktive "pop-up bloker" w nan navigatè entènèt ou.



Please confirm that the information provided is correct and you would like to submit your application by selecting **"Yes"** from the dropdown below and then clicking "Continue". Please note that once you click "Continue", you will no longer be able to edit your responses. Once you continue with your application submission, you will receive a confirmation message with further instructions.

If you would like to edit or complete your application later, then select **"No"** from the dropdown below and click "Save & Continue Later". Please check your email for your username and password to the Portal. You will be able to sign in and complete your application there.

Please select Yes or No ▼

Save & Continue Later Continue

Tout Aplikan ankouraje pou yo telechaje dokiman ki obligatwa yo nan 14 jou apre ke yo finn aplike. **Si ou pa konplete aplikasyon e telechaje tout dokiman obligatwa yo nan 60 jou sa ap fè ke aplikasyon an vinn inaktiv.**

Seksyon 8: Mesaj Konfimasyon

ENSTRIKSYON

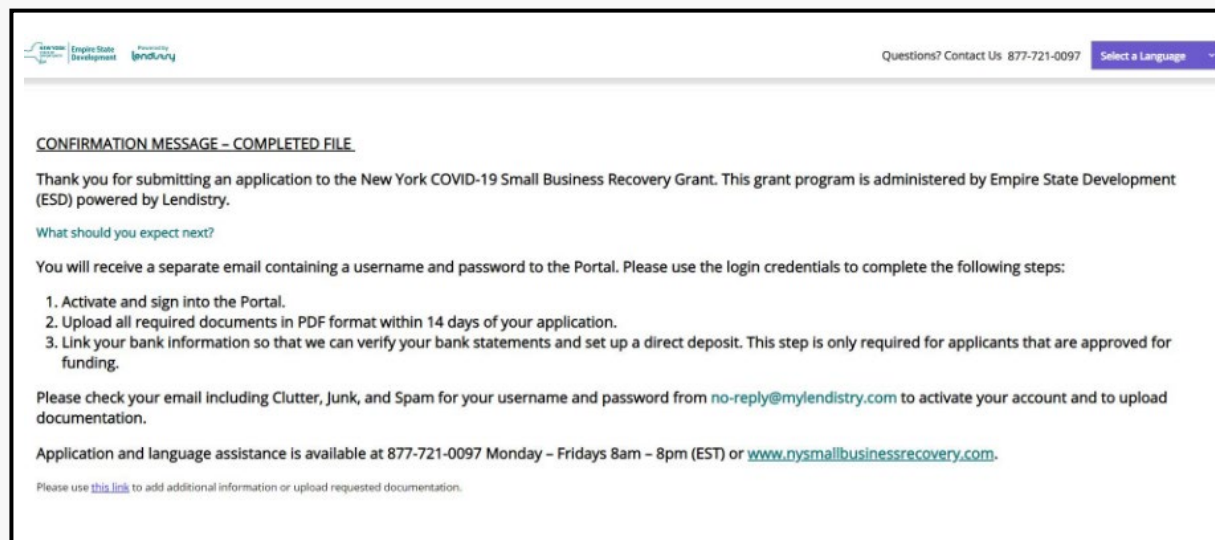
W'ap resevwa mesaj sa lè ou fin soumèt aplikasyon'w lan ak siksè

A KISA POU ATANN OU APRE

W'ap resevwa yon imèl ki separe ki gen non itilizatè ak mo de pass pou Pòtay la. Tanpri sèvi ak kalifikasyon sa yo pou rantr sou kont ou pou konplete tout etap sa yo:

1. Aktive e Rantr sou kont ou nan Pòtay la
2. Telechaje tout dokiman ki obligatwa yo nan yon fòm ki akseptab.
3. Telechaje tout dokiman ki obligatwa yo nan yon fòm ki akseptab.

Tanpri cheke imèl ou nan Clutter, Junk, ak Spam pou non itilizatè'w ak mo de pass ou de no-reply@mylendistry.com pou aktive kont ou e pou telechaje dokiman.



Seksyon 9: Jwenn Non Itilizatè ak Mo de Pass ou

ENSTRIKSYON

1. Tanpri cheke adrès imèl ou ke ou antre nan seksyon “let’s get started with your application” “An nou kòmanse ak aplikasyon'w lan” pou aplikasyon sibvansyon an pou non itilizatè'w ak mo de pass ou pou Pòtay la.

Si ou pa jwenn imèl sa nan bwat prensipal ou, tanpri cheke nan bwat spam oubyen junk ou.

2. Aktive kont ou lè ou klike “Click here to log in”.

Hi Jane ,

Thank you for applying to the New York Relief Grant.

The link below will take you to the portal and the new account created for My Company.

Please use this link to add additional information or upload requested documentation.

Clicking the button will activate your account.

[Click here to log in](#)

New username and password:

Username: nyrecovery@yopmail.com

Password: NLvoegHHMCY

877-721-0097

New York Small Business Recovery

Grant Program. All Rights Reserved

Estatì Aplikasyon an nan Pòtay la

(Kisa To Vle Di ak Kisa Ou Dwe Fè)



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Kòman pou jwenn Eitati Aplikasyon'w lan nan Pòtay la

Grant Application
#DIR400022432
Aplike pou: NYR

Incomplete

Ou estime ke montan sibvansyon an se:
\$0.00

Edit Application

ENKONPLÈ

Kisa sa vle di: Si ou kòmanse yon aplikasyon sou entènèt men ou pa konplete li.

Kisa ou dwe fè: Rantre sou kont ou nan Pòtay la e konplete tout pati nan aplisyon an. Ou dwe soumèt yon aplikasyon ki fini pou nou kapab konsidere'w pou sibvansyon an.

Grant Application
#DIR400022432
Aplike pou: NYR

Awaiting Selection Process

Ou estime ke montan sibvansyon an se:
\$10,000.00

Upload Documents & Bank Info

AP RET TANN SELEKSYON PWOSIS

Kisa sa vle di: Ou soumèt yon aplikasyon ki konplè e ki aktyèlman anba revisyon pou elijibilite.

Kisa ou dwe fè: Cheke imèl ou pou notifikasyon sou desizyon seleksyon an. Telechaje tout dokiman ki obligatwa yo nan yon fòm PDF. Se oubyen ou selekte oubyen ou pa selekte pou kapab kontinye nan pwosesis aplikasyon an.

Grant Application
#DIR400022432
Aplike pou: NYR

An Revi, Ap Tann Validasyon

Ou estime ke montan sibvansyon an se:
\$10,000.00

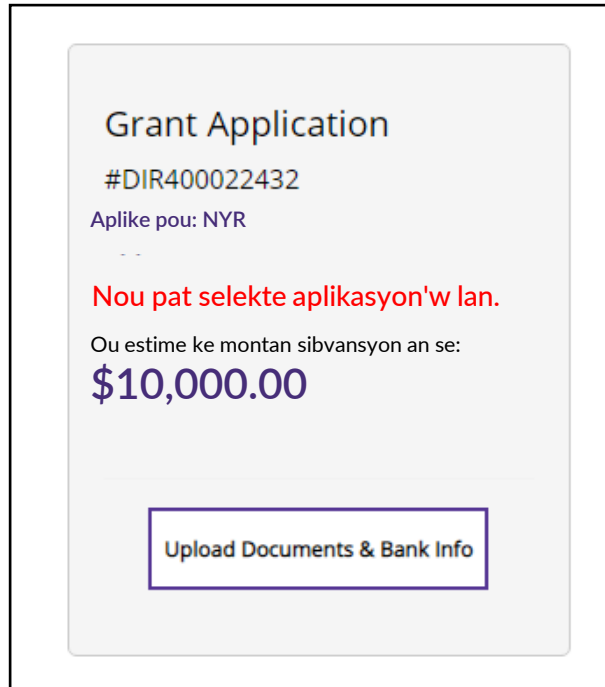
Upload Documents & Bank Info

AN REVIZYO, AP TANN VALIDASYON

Kisa sa vle di: Ou ranpli kondisyon minimum pou elijibilite pwogram lan e ouselekte pou kapab kontinye avanse nan pwosesis aplikasyon an. Jis paske nou selekte'w pa garanti ke y'ap jwenn finansman. Lendistry ap imèl ou oubyen rele'w pou li mete'w ajou sou aplikasyon'w lan

Kisa ou dwe fè: Toujou cheke pou kontak de Lendistry. Konplete okenn rekèt ke yon mande'w nan yon delè rapid.

Kòman pou jwenn Eitati Aplikasyon'w lan nan Pòtay la



Grant Application

#DIR400022432

Aplike pou: NYR

...

Nou pat selekte aplikasyon'w lan.

Ou estime ke montan sibvansyon an se:

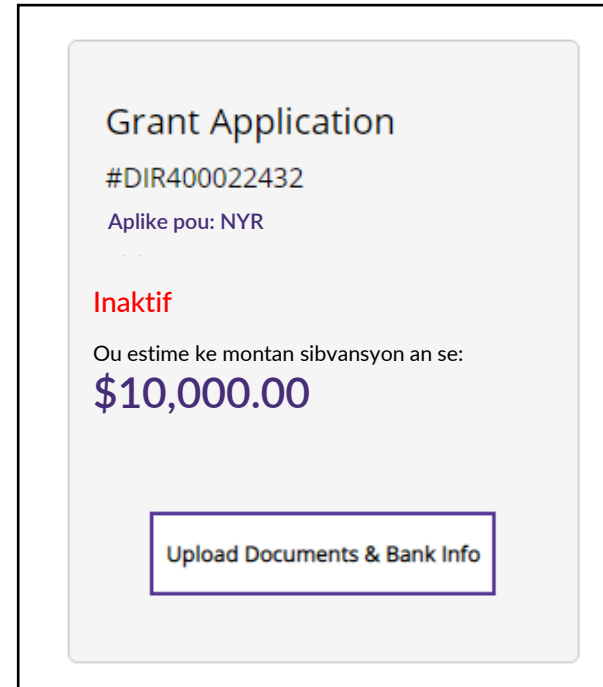
\$10,000.00

Upload Documents & Bank Info

PA SELEKTE

Kisa sa vle di: Ou pa ranpli kondisyon minimum pwogram lan pou gen elijibilite e aplikasyon'w lan pa kalifye.

Kisa ou dwe fè: Si ou panse ke aplikasyon'w lan pat kalifye pa erè, tanpri rele Sant Apèl nou pou asistans.



Grant Application

#DIR400022432

Aplike pou: NYR

...

Inaktif

Ou estime ke montan sibvansyon an se:

\$10,000.00

Upload Documents & Bank Info

INAKTIF

Kisa sa vle di: Si ou kòmanse yon aplikasyon men ou pa konplete li e telechaje tout dokiman obligatwa yo nan 60 jou. N'ap konsidere apikasyon'w lan kòm inaktif e nou pap kontinye revize li.

Kisa ou dwe fè: Si ou ta renmen kontinye ak pwosesis aplikasyon an, tanpri rele nou nan Sant Apèl nou pou reyaktive apliasyon'w lan.

Telechaje Dokiman yo

Kòman pou telechaje dokiman nan Pòtay la



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Yon ti koutje sou Pòtay

NÒT ENPÒTAN

Anvan ou kòmanse, tanpri gade nòt sa yo pou kapab asire ke dokiman yo telechaje korèkteman:

- Enfòmasyon'w nesesè sèlman si ou apwouve pou finansman.
- Si yon dokiman pa aplike a biznis ou, tanpri selekte N/A.
- **Tout dokiman dwe soumèt kòm yon fòm PDF. Gwosè dosye PDF sipoze mwens de 15 megabit. Dokiman ki gen plizyè paj dwe soumèt kòm yon sèl (1) dosye PDF.**
- PA mete okenn karaktè spesya (tankou ~!@#\$\$%^&*()_+) nan non dosye a. Pòtay nou an pap rekonèt karaktè spesyal.
- Si fichye gen yon mo de pass ki pwoteje li, w'ap bezwen antre sa nan pòtay lan.

UPLOAD DOCUMENTS		BANK INFO
Your business is a Corporation		
Change business type: Corporation		
IMPORTANT NOTE: To avoid error please do not open multiple tabs.		
Please upload each document under the corresponding category listed below.		
If a document does not apply to your business, check the box marked N/A. Banking information only needs to be provided by applicants who are approved for a grant or applicants who want to show all status items as completed.		
Application Certification	COMPLETED	▼
Government Issued Photo ID/ITIN CP565	Pending	▼
2019 Business Tax Return	Pending	▼
2020 Business Tax Return	Pending	▼
Proof of Business Location	Pending	☐ N/A ▼
NYS 45	Pending	☐ N/A ▼
Completed IRS Form 4506 C (only if requested by Lendistry)	Pending	☐ N/A ▼

Tout Aplikan ankouraje pou yo telechaje dokiman ki obligatwa yo nan 14 jou apre ke yo finn aplike. **Si ou pa konplete aplikasyon e telechaje tout dokiman obligatwa yo nan 60 jou sa ap fè ke aplikasyon an vinn inaktiv.**

Kòman pou telechaje dokiman nan Pòtay la

ENSTRIKSYON

ETAP 1: Selekte tip dokiman e klike flèch ki pwente pa anba e ouvri katab la.

Please upload each document under the corresponding category listed below.

If a document does not apply to your business, check the box marked N/A.
Banking information only needs to be provided by applicants who are approved for a grant or applicants who want to show all status items as completed.

Document Category	Status	Action
Application Certification	COMPLETED	▼
Government Issued Photo ID/ITIN CP565	Pending	▼

ETAP 2: Klike "Browse" pou lokalize dokiman ki nan aparey ou. TOUT dokiman dwe telechaje kòm yon PDF.

Government Issued Photo ID/ITIN CP565

Pending

Please upload document for government issued photo id/itin cp565

BROWSE...

Note: File size should be less than 15MB. If needed, multiple documents can be uploaded.
Please do not use special characters in the title of the document (e.g., !@#%&'\$, etc.)

ETAP 3:

- Si ou gen yo mo de pass ki pwoteje dokiman, selekte **YES** de meni ki desann epi antre mo de pass lan.

New Documents

S.No.	Document Name	Password Protected?	Password (if required)	Delete
1	Government-Issued ID.pdf	Yes	password	🗑️

- Si dokiman PA pwoteje pa yon mo de pass, selekte **NO** de meni ki desann epi kite bwat mo de pass lan vit.

New Documents

S.No.	Document Name	Password Protected?	Password (if required)	Delete
1	Government-Issued ID.pdf	No	password	🗑️

- Klike "Upload Documents" pou konplete telechaj la. Estati dokiman ak chanje de "PENDING" a "COMPLETED"

Government Issued Photo ID/ITIN CP565

Pending

Please upload document for government issued photo id/itin cp565

BROWSE...

Note: File size should be less than 15MB. If needed, multiple documents can be uploaded.
Please do not use special characters in the title of the document (e.g., !@#%&'\$, etc.)

New Documents

S.No.	Document Name	Password Protected?	Password (if required)	Delete
1	Government-Issued ID.pdf	No	password	🗑️

UPLOAD DOCUMENTS

Government Issued Photo ID/ITIN CP565

COMPLETED

Please upload document for government issued photo id/itin cp565

BROWSE...

Note: File size should be less than 15MB. If needed, multiple documents can be uploaded.
Please do not use special characters in the title of the document (e.g., !@#%&'\$, etc.)

Previously Uploaded Documents

Title	Document Name	Preview	Delete
Government Issued Photo ID/ITIN CP565	Government-Issued ID	📄	🗑️

Sètifikasyon Aplikan

Kòman pou Telechaje e Konplete Fòm nan



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Telechaje e Konplete Sètifikasyon Aplikasyon an Elektronikman

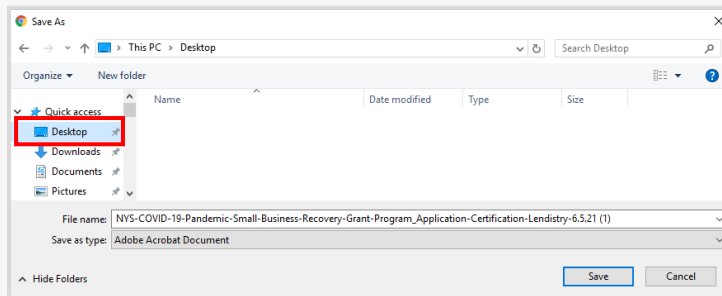
ENSTRIKSYON

ETAP 1: [KLIKE LA](#) pou wè Sètifikasyon Aplikasyon an.

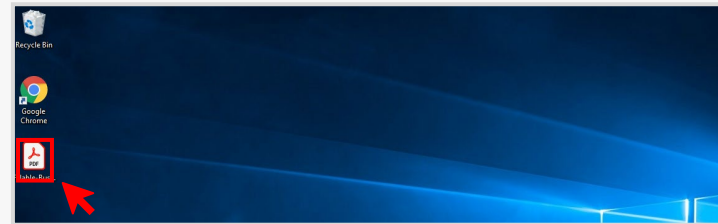
ETAP 2: Klike sou  imaj pou telechaje Aplikasyon Sètifikasyon an nan òdinatè w.



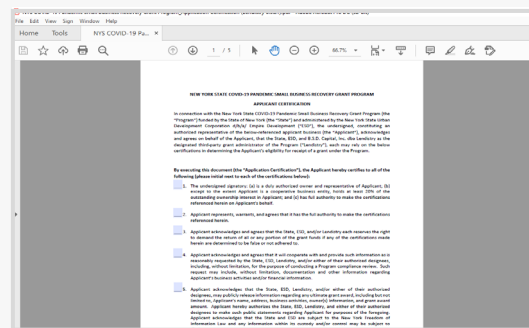
ETAP 3: Sofgade sètifikasyon an sou òdinatè a.



ETAP 4: Ale nan òdinatè, lokalize Sètifikasyon Aplikasyon epi ouvri fichye a.



ETAP 5: Sètifikasyon Aplikasyon an ap ouvri kòm yon fichye PDF. Konplete Sètifikasyon Aplikasyon si ou antre inisyal ou apre chak liy ki nimewote epi antre siyati w ak enfòmasyon biznis ou nan Paj 5.



ETAP 6: Ale nan File > Save oubyen peze CTRL+S sou klavye w pou sofgade Sètifikasyon Aplikasyon an ki fin siyen

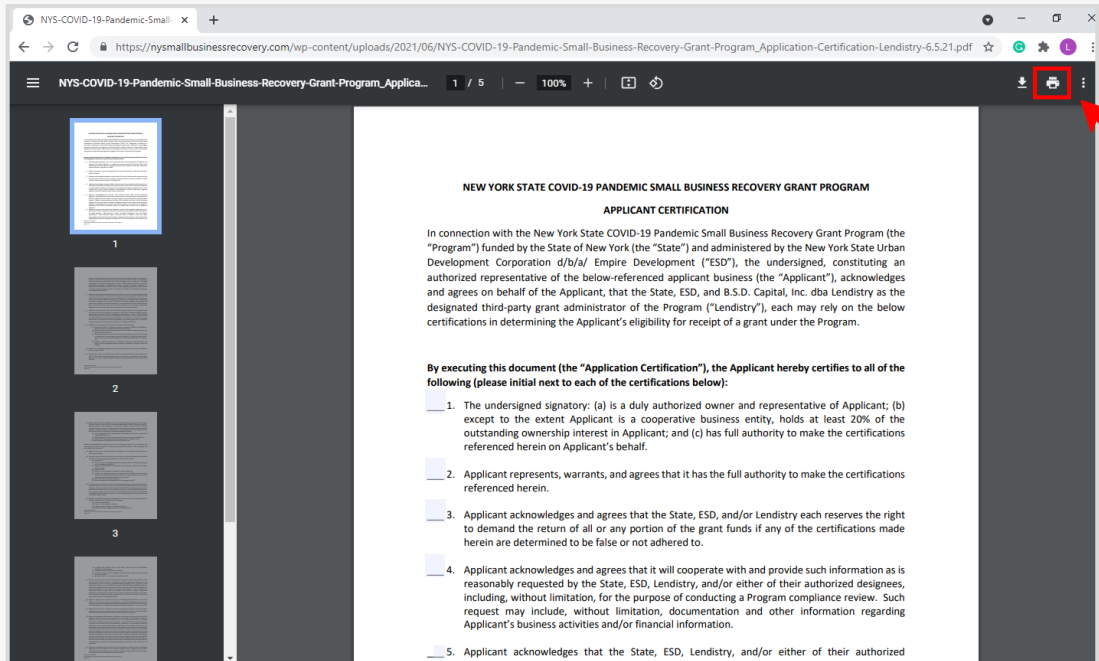
ETAP 7: Telechaje yon Sètifikasyon Aplikasyon ki konplete nan Pòtay la.

Telechaje e Konplete Sètifikasyon Aplikasyon a la Men

ENSTRIKSYON

ETAP 1: [KLIKE LA](#) pou wè Sètifikasyon Aplikasyon an.

ETAP 2: Enprime Sètifikasyon Aplikasyon an lè ou klike sou imaj enprimant lan.



ETAP 3: Ranpli Sètifikasyon Aplikasyon ak yon plim nwa ak yon ekriti ke ou kapab li.

ETAP 4: Skane Sètifikasyon Aplikasyon ki konplete e telechaje li nan Pòtay la.

Lye enfòmasyon Bank ou.

(Nesesè sèlman si ou apwouve pou finansman)



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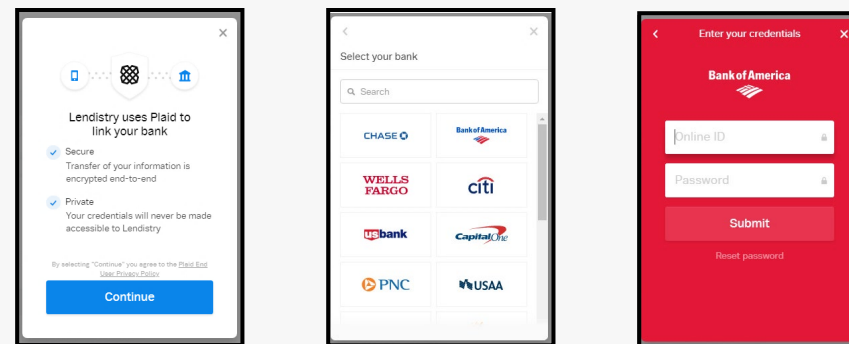
Kòman pou lye kont a Bank ou nan Pòtay la

Lendistry sèvi ak yon teknoloji tyès pati (Plaid) pou kapab ranje transfè lè ou konekte kont de nenpòt bank oubyen "Credit Union" nan Etazini a yon aplikasyon tankou Pòtay Lendistry. Tyès pati an pa pataje enfòmasyon pèsònèl ou san pèmisyon w e li pap vann oubyen lwe li bay konpayi ki pa deyò. Sèvis enfòmasyon pèsònèl ou nan oubyen a travè Plaid a aplike a Règleman sou Vi Prive Itilizatè Plaid (<https://plaid.com/legal/#end-user-privacy-policy>). Lendistry sèvi ak teknoloji sa pou li verifye e revize deklarasyon bank ou. Metòd verifikasyon bank sa prefere, men li kapab pa toujou akseptab, sa enklisi konpayi bank ou pa disponib a travè founisè sa. Nan ka sa, ou kapab verifye kont an bank ou lè ou sèvi ak lòt metòd sa yo.

KÒMAN POU VERIFYE KONT AN BANK OU NAN PÒTAY LENDISTRY A TRAVÈ PLAID

ETAP 1

- Klike sou "**Link your bank account**" pou ouvri yon paj pou Plaid.
- Konitnye a travè Plaid e lokalize konpayi bank ou.
- Antre nan kont an bank ou sou entènèt e konekte li a Pòtay Lendistry



ETAP 2

Etap sa sipoze toujou konplete kelkeswa metòd verifikasyon ke ou sèvi.

- Antre enfòmasyon bank ou.
- Bwat ki make "**business account name**" pa pou nimewo kont lan. Pati sa se pou non kont lan, ki sipoze menm ak non biznis lan ak non ki montre nan deklarasyon bank lan.
- Si biznis ou an se pou yon sèl pwopriyete, kont an bank lan dwe toujou yon kont epay biznis, e li sipoze matche non DBA.

Nimewo Kont an Bank Biznis

- Pou kapab ale an avan ak aplikasyon an pou apwouval final made ke ou gen yon **kont an bank business** pou yo depoze finansman sibvansyon an.
 - Kont an bank biznis lan dwe matche ak non biznis ki liste nan aplikasyon an ak deklarasyon bank lan.
 - Si biznis ou an se pou yon sèl pwopriyetè, kont an bank lan **dwe toujou kont biznis lan**, e li sipoze matche non DBA.
- Isaj kont pèsonèl ou pou biznis pa akseptab. Pa gen eksepsyon.
 - Nou ankouraje aplikan yo anpil pou yo ouvri yon kont an bank biznis pou yo kapab ranpli obligasyon pwogram lan.
- Aplikasyon an paka kontinye pwosede san yon kont an bank biznis e sa kapab mete'w a ris pou yo dekalifye'w.

KISA POU FÈ SI OU PA GEN YON KONT AN BANK BIZNIS

Si ou pa gen yon Kont Biznis, nou ankouraje'w pou ouvri youn pou kapab ranpli obligasyon pwogram lan. Tanpri angaje'w ak yon bank lokal oubyen ale jwenn konseye finansyè ke ou fè konfyans pou ouvri yon kont. Enstitisyon finansyè sa yo endike ke yo vle travay ak aplikan pwogram lan. Lis sa pa vle di ke yo obligatwa, ni li pa vle di ke nou andòsse okenn nan enstitisyon finansyè ke nou ba ou la.

1. Ponce Bank [Lokasyon](#)
2. Spring Bank [Lokasyon](#)
3. Carver Bank [Lokasyon](#)
4. Kredi Inyon CDFI
 - Alternatives Federal Credit Union [Lokasyon](#)
 - Brooklyn Cooperation Federal Credit Union [Lokasyon](#)
 - Lower East Side Peoples Federal Credit Union [Lokasyon](#)
 - Neighborhood Trust Federal Credit Union [Lokasyon](#)
 - Syracuse Cooperative Federal Credit Union [Lokasyon](#)
 - New Covenant Dominion Federal Credit Union [Lokasyon](#)
5. Independent Bankers Association [Lokasyon](#)



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Asistans pou Aplikasyon ak langaj disponib nan 877-721-0097 oubyen www.nysmallbusinessrecovery.com.