

SAMPLE LETTER: Cap Borrower Congressional Contact Template (Courtesy of Southland Economic Development Corporation)

Good morning/afternoon,

My name is **>insert name<** and I'm the **>insert position<** of **>insert business name<** located in **>insert city/state<**. My small business has struggled through the pandemic and though I'm still standing, I need the long-term, low-cost capital provided by the 504 loan program to help my business move into a recovery phase and create jobs in my community.

There are small businesses like mine all over the country and because we all need the same thing, the Small Business Administration's lending programs are experiencing record volume. In fact, the 504 loan program reached its congressionally authorized cap of \$7.5 billion on September 7, 2021. Without congressional action, the SBA will be unable to approve my 504 loan until, at the earliest, October 1. This delay puts me in an untenable situation as I do my best to navigate the future of my business. **>Include any specifics of your situation here<**

I'm respectfully requesting you support efforts to ensure this self-sustaining program remains available to support small businesses across the country today, and in the future. The 504 loan program receives no tax payer funds and pays for itself through fees, while providing an enormous benefit to local economies and communities. Please consider the impact to businesses like mine, and how much we need certainty and the opportunity to plan for the future to not only recover, but grow. The Small Business Committees in the House and Senate are in conversation about how to address this issue and I hope you'll let them know how important this program is to entrepreneurs like me.

Don't hesitate to let me know if you have any questions and thank you for your consideration. You can also reach out to Renée Bender with the National Association of Development Companies (NADCO) who is working on this issue at a national level. She can be reached at rbender@nadco.org. Thank you!