

INSTRUCTIONS FOR SUBMISSION OF FINANCIAL DUE DILIGENCE MATERIALS TO THE STATE REVOLVING FUND (SRF) LOAN PROGRAM

All SRF Financial Due Diligence Materials should be filed at the same time. A properly filed SRF Due Diligence submission includes all of the items detailed on the Required Financial Due Diligence Material Checklist. Filing an incomplete submission will delay the approval of the submission.

- 1. All SRF Due Diligence Submission Materials must be no larger than 8-1/2 x 11.**
- 2. All SRF Due Diligence Materials must be submitted a minimum of 15 days prior to the desired pre-closing date (earlier submission recommended).**
- 3. A proper SRF Due Diligence submission will include 2 copies of all materials.**
- 4. All SRF materials must be submitted to SRF Loan Program, 100 North Senate Avenue, Room 1275, Indianapolis, Indiana 46204, Attn: Emma Kottlowski**

Questions regarding the proper preparation of the SRF Due Diligence submission should be directed to Jim McGoff (317) 234-2916 or Emma Kottlowski (317) 234-1463.