

Ambler Savings Bank Second Draw PPP Revenue Reduction Certification

Instructions:

In order to qualify for a Second Draw PPP Loan, businesses must experience at least a 25% reduction in gross receipts. Completing, signing and dating this form certifies that the business applying for a Second Draw PPP Loan meets this requirement.

Step 1. Identify the 2019 and 2020 comparison period. **Chose and circle one of the following:**

1. Calendar year 2020 vs calendar year 2019 if business was in operations for all of 2019
2. Any one quarter in 2020 vs comparable quarter in 2019 if business was in operations for at least last three quarters of 2019 (e.g. Q2 2020 revenue 25% less than Q2 2019 revenue)
3. If business began operating in third or fourth quarter of 2019, may compare any 2020 quarter to any 2019 quarter in business (e.g. business began operating July 2019, Q2 2020 revenue 25% less than Q4 2019)
4. If business was not operating in any full quarter in 2019, may compare Q2, Q3, or Q4 to Q1 2020 (e.g. business began operating January 2020, Q2 2020 revenue 25% less than Q1 2020 revenue)

Step 2. Complete table below based upon period identified in Step 1.

Step 1 Period Identified	\$ Gross Receipts 2020	\$ Gross Receipts 2019	% Change 2020 vs 2019

Step 3. Provide **any one of the below documentation** supporting Step 2. Initial and date each page submitted to Ambler Savings Bank (ASB).

1. Quarterly or annual financial statements
2. Bank statements clearly identifying gross receipts
3. Annual IRS income tax filing showing annual gross receipts; if return not filed, must sign and date.
 To calculate gross receipts, utilize the following
 - a. Self-employed on Schedule C of Form 1040 = sum of line 4 and 7
 - b. Partnerships on IRS Form 1065 = sum of line 2 and 8 minus 6
 - c. S-Corp on IRS Form 1120-S = sum of lines 2 and 6 minus line 4
 - d. C-Corp on IRS Form 1120 = sum of lines 2 and 11 minus the sum of lines 8 and 9
 - e. Non-Profit on IRS Form 990 = sum of lines 6b(i), 6b(ii), 7b(i), 7b(ii), 8b, 9b, 10b, and 12 (column (A) of Part VIII)
 - f. Non-Profit on IRS Form 990-EZ = sum of lines 5b, 6c, 7b, and 9 of Part I
 - g. LLCs should follow instructions that apply to their tax filing status

Signature of Authorized Representative of Applicant	Date
Print Name	Title