

**MAINE ESTIMATED DISASTER ECONOMIC INJURY WORKSHEET  
FOR BUSINESSES (SBA)**

Accurate responses to the questions below will assist in evaluating a request for an economic injury disaster declaration from the U.S. Small Business Administration (see instruction sheet for further explanation).

1. Name of Property Owner(s): \_\_\_\_\_  
Business name contact (if not owner): \_\_\_\_\_  
Business/Property Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Contact Telephone Numbers: Business: \_\_\_\_\_ Home: \_\_\_\_\_

**2. Estimated Adverse Economic Impact**

Did the disaster economically impact your business? If so, when did the impact start and end (when did revenues and gross profits return to normal)?

\_\_\_\_\_ to \_\_\_\_\_  
(month/year) (month/year)

What were your business' revenues during that period? \$ \_\_\_\_\_

What were your business' revenues during the same period of the prior year? \$ \_\_\_\_\_

3. Amount of business interruption insurance received or anticipated, if any: \$ \_\_\_\_\_
4. Enter dates of last fiscal year: (Jan to Dec) \_\_\_\_\_ to \_\_\_\_\_  
(Jul to Jun)  
Gross income last fiscal year: \$ \_\_\_\_\_
5. Enter dates of current fiscal year: (Jan to Dec) \_\_\_\_\_ to \_\_\_\_\_  
(Jul to Jun)  
Gross income for current fiscal year to date of disaster. \$ \_\_\_\_\_
6. Gross income forecast from date of incident to fiscal year end. \$ \_\_\_\_\_

7. Provide a brief explanation of what adverse economic effects the disaster had on your business:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. How many people did you employ **prior** to the disaster? \_\_\_\_\_  
How many people did you employ **after** the disaster? \_\_\_\_\_

(over)

**If your business also suffered property damage, answer the following questions:**

9. Estimated dollar loss to:
- Real property (building), if owned: \$ \_\_\_\_\_
- Contents (machinery and equipment, furniture and fixtures,  
inventory, leasehold improvements, etc): \$ \_\_\_\_\_
10. Insurance recovery received or anticipated for **property** damages: \$ \_\_\_\_\_

\_\_\_\_\_  
Signature of Business Owner/Representative

\_\_\_\_\_  
Date

**Completing this paperwork does not obligate you to an SBA Economic Injury Disaster Loan, it may help the area receive an Economic Injury Declaration and allow all impacted businesses to apply for such a loan if necessary.**

*After completion, please forward to Knox County Emergency Management Agency  
By mail to: 62 Union Street Rockland, ME 04841 or by fax: 594-0450  
Or simply drop off in person.*