



# SBA PAYCHECK PROTECTION PROGRAM

## ONLINE APPLICATION INSTRUCTIONS

Round 2  
(January 15 - March 31, 2021)

Your FirstBank Relationship Manager or local branch is your direct contact to apply for the Paycheck Protection Program and is ready to assist you in the online application process.

### BEFORE APPLYING ONLINE:

- Ensure you understand the revisions to the Paycheck Protection Program and if you are applying for a first draw or second draw loan. [More information can be found here.](#)
- Gather the necessary documents electronically as outlined below and have them available to upload to the system.

### READY TO APPLY ONLINE?

- Contact your FirstBank Relationship Manager or local branch for the application link.
- Complete the application and upload the appropriate supporting documents.

### UPLOAD ALL THAT MAY APPLY TO YOU

#### Payroll Report (required)

- Payroll Register for the full 2019 year
- Payroll Register for all available months in 2020

#### ID Verification (required)

- Driver's License (front and back) or other government issued identification

#### If you have employees:

- All 2019 IRS Form 941s or 2019 IRS Form 944

#### If you are self-employed:

- 2019 IRS 1040 Schedule C
- 1099-MISC for each self-employed owner

FOR MORE INFORMATION AND TO APPLY FOR THE PAYCHECK PROTECTION PROGRAM:

Contact: [your local FirstBank banker or branch.](#) | Go to: [FirstBankOnline.com/BusinessRelief](https://FirstBankOnline.com/BusinessRelief)

