

# PPP Loan Forgiveness Information



Dear Valued Enterprise Bank Paycheck Protection Program Customer,

We are well underway with our Paycheck Protection Program (PPP) Loan Forgiveness process. We have created an online portal for you to fill out and submit your PPP Loan Forgiveness Application. All of our customers who received PPP loans over \$50,000 have now received this link and login information to allow them to access that PPP Loan Forgiveness Application portal. These invitations are being emailed to the authorized signer on the original PPP loan application and are sent from: [ebinfo\\_cllsnoreply@ebtc.com](mailto:ebinfo_cllsnoreply@ebtc.com). If your organization received a PPP loan over \$50,000 and you have not yet received the email containing the link and login information to the forgiveness application portal, please contact your Enterprise Banker, or you may call our PPP Service Center at 978-596-2235.

We remain hopeful for some legislative or administrative relief when it comes to the forgiveness process for our small business clients with PPP loans of \$50,000 and under and thus have been holding off on sending those invitations to apply for forgiveness. If Congress or the SBA has not provided PPP loan forgiveness assistance to these smallest of PPP loans by January 15, 2021, we will begin the process of sending PPP Loan Forgiveness Application Portal invitations to the \$50,000 and under PPP loan group the week of January 18<sup>th</sup>. Those invitations will be sent out in groups in the order of the date of the PPP loan. All customers with PPP loans of \$50,000 or less will receive a PPP Loan Forgiveness Application Portal invitation by the end of February 2021. As a reminder, you have up to 10 months from the end of your chosen covered expense period (either 8 weeks or 24 weeks following the PPP loan disbursement date) to apply for PPP loan forgiveness, before your loan goes into repayment. Please note that no PPP loan payments are due during this timeframe until a final loan forgiveness decision is made by the SBA.

Our secure PPP Loan Application Forgiveness portal will walk you through the PPP Loan Forgiveness Application and allow you to upload the required supporting documents. Help

buttons are located throughout the portal to guide you through the application process. All PPP Loan Forgiveness Applications must be submitted through this online portal.

If you would like to assign an authorized representative, such as your CPA, to complete the PPP Loan Forgiveness Application on behalf your organization, you may do that by logging into the portal and entering the authorized representative's contact information in the space provided at the beginning of the application process.

**Please note that the only correspondence you will receive from us will have an "EBTC" domain address. We have been made aware of unauthorized phishing emails from other sources looking for information on customers' PPP applications.**

We also encourage you to visit our PPP Forgiveness Resource page on the Bank's website located at <https://www.enterprisebanking.com/news/article/paycheck-protection-program-ppp-updates> for more information and helpful tools.

We sincerely thank you for selecting Enterprise Bank for your PPP loan and we stand ready to assist you through the PPP Loan Forgiveness process. Most of all, we hope you, your family and business colleagues are healthy, and we wish you a Happy Holiday Season.

Thank you,



**Jack Clancy**  
Chief Executive Officer  
Enterprise Bank



**Brian Bullock**  
Chief Commercial Lending Officer  
Enterprise Bank

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