

IMPORTANT INFORMATION

Regarding Your Paycheck Protection Program Loan



August 10, 2020

Dear Customer,

As an Enterprise Bank Paycheck Protection Program (PPP) loan customer, we are providing this update on the process for you to apply for full or partial forgiveness of your PPP loan.

The SBA has indicated they will begin accepting forgiveness applications this week. However, the possibility of a new stimulus plan from Congress may affect the exact timing and nature of forgiveness applications. In anticipation we have been building and developing our process to be ready for any future changes that may come about. In order to better assist you with completing your PPP Forgiveness Application we have developed a secure website portal. This will allow you to fill out your PPP loan forgiveness application online. The portal will also enable you to submit the required documents that support your payroll and non-payroll expenses which qualify for forgiveness.

In addition to the portal, we have established an internal PPP Forgiveness Team who will be reviewing and processing the PPP Forgiveness Applications for submission to the SBA.

Please note that you will be receiving a specific email invitation from:

ebinfo_sbcllsnoreply@ebtc.com

This invitation will allow you to access the Enterprise Bank PPP Loan Forgiveness website portal which will allow you to begin this process. The invitations will be sent to our customers in the same order that loan funds were granted, so it may be several weeks before we reach out with your personal link. All PPP borrowers have up to ten months from the end of the PPP covered expense period to apply for forgiveness, so there is plenty of time to gather all the necessary information even after you receive the link from us.

Testing of our Enterprise Bank PPP Loan Forgiveness Portal is in its final stages and we are designing it to make the process as easy as possible for you. Our program will walk you through each of the steps necessary to complete your PPP loan forgiveness application. Once you have provided the information, we will review your application and submit it to the SBA on your behalf. Given the complexity of some of the qualifying expense calculations, you may want to coordinate this process with your CPA or financial advisor.

We thank you again for choosing Enterprise Bank for the PPP loan program. Knowing that there would be tremendous interest from our customers we made the decision back in April to process PPP loans exclusively for our existing customers. We are proud to be one of the top PPP loan lenders in our country, based on our asset size. Our PPP Forgiveness Team looks forward to assisting you with the processing and submission of your PPP loan forgiveness application.

We will be in touch very shortly as the process gets underway.

Best regards,

A handwritten signature in black ink that reads "Jack Clancy". The signature is written in a cursive style with a large, stylized "J" and "C".

Jack Clancy
Chief Executive Officer
Enterprise Bank

A handwritten signature in blue ink that reads "Brian Bullock". The signature is written in a cursive style with a large, stylized "B" and "B".

Brian Bullock
Chief Commercial Lending Officer
Enterprise Bank