



# Memo

**To:** All Business Clients  
**From:** Gregory Barford  
**Date:** 4/2/2020  
**Subject:** Second Round of PPP Loans Available

The second round of PPP loans just became available, and are similar to the first round of PPP loans. The requirements are as follows:

1. Have no more than 300 employees,
2. Have used or will use the full amount of the first PPP loan,
3. Can show a drop of 25% in 2020 gross receipts, or a 25% drop in any quarterly gross receipts for 2020 compared to the same quarter in 2019, and
4. Have not permanently closed, temporary closes can still receive a second round of PPP.

The formula for the second draw is similar to the first draw. Most businesses can borrow up to 2.5 times their average monthly payroll costs. Hotels, restaurants, food service, and other accommodation businesses can borrow up to 3.5 their average monthly payroll costs. The maximum amount of the loan is \$2,000,000. The second round of loans are forgivable as long as the funds are used for payroll costs, occupancy costs, and property damage costs from disturbances. However, 60% of the total loan must be used for payroll expenses.

To expedite the loan, it is recommended to use the same lender as the first lender you used where you can.

Contact our office if you have any questions.

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