



August 4, 2021

Dear Bank of George Customer,

Thank you for placing your trust in Bank of George to secure a loan under the Paycheck Protection Program (“PPP”). It is our honor to serve you and your business through this challenging time. The PPP allows a portion, or all, of your loan and accrued interest to be forgiven if the proceeds were used for eligible payroll and non-payroll costs.

On January 19, 2021, the SBA updated the forgiveness process. The Simple Application (Form 3508S) is now available to all borrowers who have loans of \$150,000 or less, with no additional supporting documentation required. We strongly recommend that you print and review the applications and instructions that apply to you prior to starting the forgiveness application process. The links are provided for you below.

Please note you must apply for forgiveness within 10 months after the last day of your covered period. After the 10 months, loan payments are no longer deferred and you must begin making payments on the loan.

[Form 3508S Application and Instructions](#)

[Form 3508EZ Application and Instructions](#)

[Form 3508 Application and Instructions](#)

You may find it beneficial to consult with your accountant, tax provider or attorney for assistance with completing the forgiveness application. Required payroll and employee information can be supplied by your payroll provider. Additional resources can be found on the SBA website, links are provided for your convenience.

[Loan-Forgiveness-FAQs.pdf](#)

[SBA Website](#)

You will need to provide all the required information including supporting documentation in order for your forgiveness application to be processed. Once you have a complete package, please upload your documentation to the following link [PPP Forgiveness Submission](#). When uploading documents, please start with the name listed on your PPP application followed by the type of document. For example: “ABC Company – Payroll Expenses”.

During the forgiveness process you may receive emails from Bank of George requesting additional details or documentation about your application. Please submit requested documents as soon as possible, the SBA allows Bank of George 60 days to approve your application once a completed application has been submitted.

Please contact us if you have any questions or if there is anything else we can do for you at this time.

Thank you and stay well,

Kathy Maynor  
EVP/Chief Operating Officer