



KAWARTHA LAKES
Community Futures Development Corporation

**BUSINESS LOAN
APPLICATION**

COMPANY NAME: _____

PREPARED BY: _____

DATE PREPARED: _____

**KAWARTHA LAKES COMMUNITY FUTURES
DEVELOPMENT CORPORATION**

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KAWARTHA LAKES COMMUNITY
FUTURES DEVELOPMENT CORPORATION
BUSINESS LOAN APPLICATION

Date: _____

Application No: _____ (for internal use only)

1:0 ADMINISTRATIVE INFORMATION

1:1 Business Information:

Business Name: _____

Address: _____

City: _____

Postal Code: _____

Telephone: _____

1:2 Ownership/shareholder/management:

Proprietorship Partnership Corporation

Registration/Incorporation Documentation Attached? Yes No

If not, please explain:

1:3 Professional Advisors:

Solicitor: _____

Accountant: _____

Insurance Broker: _____

Bank: _____

Referred By: _____

1:4 Principals:

Name: _____

Name: _____

Address: _____

Address: _____

City: _____

City: _____

Postal Code: _____

Postal Code: _____

Telephone: _____

Telephone: _____

SIN #: _____

SIN #: _____

Birth Date: _____

Birth Date: _____

Name: _____

Name: _____

Address: _____

Address: _____

City: _____

City: _____

Postal Code: _____

Postal Code: _____

Telephone: _____

Telephone: _____

SIN #: _____

SIN #: _____

Birth Date: _____

Birth Date: _____

1:5 Provide a brief description of your management and work experience and how this will assist you in the managing of your business.

1:6 References:

Name: _____

Name: _____

Address: _____

Address: _____

City: _____

City: _____

Postal Code: _____

Postal Code: _____

Telephone: _____

Telephone: _____

1:7 Other Obligations:

Is the applicant(s) or business an endorser, guarantor or consignor for obligations not listed on the financial statements? Yes No

If so, please explain:

Is the applicant(s) or business a party to any claim or lawsuit?

Yes No

If so, please explain:

Does the applicant(s) owe any back taxes (i.e. sales, income, realty or business taxes)? Yes No

If so, please explain:

2:0 PROPOSAL:

2:1 Describe your business or proposed business:

2:2 Identify your major competitors:

2:3 Identify potential customers:

2:4 **Describe major suppliers and the nature of the inventory terms:** _____

2:5 **Describe how you intend to market your business:**

2:6 **Describe how your background relates to the proposed business:**

2:7 **Identify government regulations and licenses required to undertake your proposed business:**

Have you met these requirements? Yes No
If not, please explain:

2:8 **How many full-time positions will be created in year one?** _____
How many part-time positions will be created in year one? _____

2:9 Is the business seasonal? Yes No
When are the revenue periods high?

When are the revenue periods low?

Please explain:

3:0 FINANCIAL INFORMATION:

3:1 Indicate total project costs by category: (please no blank spaces - use zeros)

3:1:1	<u>Real Estate:</u>	\$
3:1:2	<u>Leasehold Improvements</u>	\$
3:1:3	<u>Inventory:</u>	\$
3:1:4	<u>Equipment:</u>	\$
3:1:5	<u>Working Capital</u>	\$
3:1:6	<u>Other (Please specify.):</u>	\$ _____
		\$ _____
3:1:7	<u>TOTAL COST:</u>	\$ _____

3:2 Applicant's Contribution: \$

3:3 Other Financing Sources towards satisfying the above program: \$

3:4 TOTAL LOAN REQUEST: \$

3:5 Please indicate security available and estimate market value:

3.6 Please Complete the Attached Cash Flow Statement

3.7 Please Complete the Attached Personal Net Worth Statement

4.0 THE APPLICANT MAKES THE FOLLOWING STATEMENTS:

(a) That the Applicant will notify the Corporation immediately of any application pending and under consideration by another lender, or if negotiations are entered into, or an offer of financing is received, during the period of the Corporation's consideration of this application.

(b) That the Applicant carries a bank account(s) at:

(Name of bank) (Address)

(Name of bank) (Address)

and will instruct the bank(s) to give the Corporation full information concerning the Applicant's affairs.

(c) That there has been no material adverse change in the financial position or operations of the Applicant since _____, **being the end of the last fiscal year** of the Applicant for which a balance sheet and a profit and loss statement have been furnished.

(d) That there is no litigation in course or threatened, nor any proceedings before any court, tribunal, governmental board of agency now in course or threatened, and that there is no unexecuted judgment rendered against the Applicant, except:

(Litigation/proceedings involving the Applicant and/or any close related individual or corporation should be reported.)

5. THE APPLICANT UNDERSTANDS AND AGREES:

(a) That the Applicant will be responsible for payment of all charges relative to preparation, execution and registration of such documents as may be required by the Corporation or its solicitors. The applicant understands that in support of the application for financing an application fee in the amount of one half of one percent of the amount applied for (minimum \$100) will be required to be submitted to the Kawartha Lakes Community Futures Development Corporation. This application fee will be retained by the Kawartha Lakes Community Futures Development Corporation in the event a written Letter of Offer is provided to the applicant; however in the event the loan is not approved and the Kawartha Lakes Community Futures Development Corporation is not prepared to provide the applicant with a written Letter of Offer, the full amount of the application fee will be returned to the applicant.

(b) That the terms and conditions of any financing which may be authorized will be set forth in a Letter of Offer, for agreement and acceptance by the Applicant;

(c) That the statements made herein are for the express purpose of obtaining financing from the Corporation and are to the best of the Applicant's knowledge and belief true and correct. The Applicant understands that additional information in support of this application must be supplied to the Corporation, if requested, before adequate consideration can be given to this application. The Applicant realizes that any present or future indebtedness of the Applicant, or the Applicant's business, to the Corporation may become due and payable if any information provided by the Applicant to the Corporation proves to be inaccurate or incomplete;

(d) That in applying for this financing and, in the event that the Corporation approves such application, the Applicant's personal and confidential business information will be requested from the Applicant and/or collected from third parties that have information about the Applicant's business and personal financial status for the purposes of determining the Applicant's eligibility for financing and reporting to Industry Canada.

6. DISCLOSURE, RELEASE AND WAIVER OF LIABILITY

(a) The Applicant acknowledges that he or she approached the Corporation to obtain information about business and has, or is preparing a business plan.

(b) The Applicant acknowledges that he or she is solely responsible for the success or failure of his/her business, and that any information which is provided to the Applicant by representatives of the Corporation is for the Applicant's understanding only. It is the Applicant's responsibility to verify the accuracy of such information or to seek additional information concerning any aspects of the Applicant's proposed business.

(c) The Applicant further agrees to hold the Corporation harmless and hereby releases and discharges the Corporation from any actions, damages, claims or demands which may arise, directly or indirectly, as a result of any act or omission by the Corporation in providing information to the Applicant, and to indemnify the Corporation from any such actions, damages, claims or demands which might be suffered by the Applicant's business or any guarantor in connection with any such information.

7. COLLECTION, USE, AND DISCLOSURE OF PERSONAL AND BUSINESS INFORMATION

(a) The Applicant acknowledges that, as the operation of the Corporation is financially supported by the Government of Canada, representatives of Industry Canada are permitted access to the files of the Corporation for monitoring and evaluation purposes and that the Applicant may be contacted by representatives of Industry Canada and that, such information as is acquired by the Ministry will be treated as confidential.

(b) The Applicant acknowledges receipt of the Corporation's *Privacy Statement* and hereby consents to his or her personal and business information being collected, used, retained, and disclosed by the Corporation for the limited purposes as set out above. The Applicant further understands that under Federal privacy law, he or she has access to the information held by the Corporation and knows to refer to the Corporation's *Privacy Policy* or contact the Chief Privacy Officer if a question or concern arises about the handling of the Applicant's personal information.

(c) The Applicant further understands and consents to the Corporation publicizing the Applicant's business venture if the Applicant is successful in obtaining financing from the Corporation, which may or may not include personal information such as the name of the Applicant.

DATED, at _____, this ____ day of _____, 200__

(Name of Witness – if Applicant not a Corporation)

(Name of Applicant)

(Signature)

(Signature)
I have authority to bind the Corporation