



COMMUNITY FUTURES  
DEVELOPMENT CORPORATION

## **Business Financing Application**

*(Note: If any sections herein are described in your business plan, please insert "See B/P page \_\_\_")*

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Date Business Formed:      MM    DD    YEAR  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ or, the business has not yet been formed

# Of Existing Employees \_\_\_\_\_ F/T \_\_\_\_\_ P/T      # Of New Employees \_\_\_\_\_ F/T \_\_\_\_\_ P/T

Business Structure:    Sole Proprietorship     Partnership     Corporation

Has the trade name been registered?    Yes  (what date)      MM    DD    YEAR  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ or, No

Who are the existing or proposed owners of the business?

<i>Name</i>	<i>Home Address &amp; Phone details</i>	<i>Title</i>	<i>% of Ownership</i>

Who are the existing, or proposed signing officers for banking and legal transactions?

(Please indicate if joint or individual signatures are required)

<i>Name &amp; Address &amp; Phone (if not listed previously)</i>	<i>Signing Authority?</i>
	<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> YES <input type="checkbox"/> NO

As a non-profit, complimentary lender, Perth CFDC requires that you first attempt to secure your financing requirements with at least two conventional lenders. Please indicate in the next section which institutions (for example, a Chartered Bank or Credit Union) you have contacted to discuss your business financing requirements (next page):

<i>Credit Institution Name</i>	<i>Address</i>	<i>Contact Name</i>

What reason(s) were given for the decline(s)?


What do you require from the Perth Community Futures Development Corporation?

- 1) Term Loan for \$ \_\_\_\_\_
- 2) Loan or Line of Credit Guarantee for \$ \_\_\_\_\_
- 3) Equity Investment for \$ \_\_\_\_\_ (Please Note: Equity investments are considered on an exceptional basis only)

Please describe the purpose for these funds below. If this listing is insufficient, please add a separate page and include all costs including applicable taxes. Please provide details of all existing or proposed financing components.

<i>What You Need:</i>	<i>\$</i>	<i>How You Intend To Finance:</i>	<i>\$</i>
Building(s)	_____	Investment (Cash)	_____
Equipment	_____	Investment (Assets)	_____
Vehicles	_____	Your Bank	_____
Working Capital	_____	Perth CFDC Loan	_____
Other: _____	_____	Other: _____	_____
Other: _____	_____	Other: _____	_____
<b>Total:</b>	<b>\$</b> _____	<b>Total:</b>	<b>\$</b> _____

What are the amounts and sources of your capital contribution to this project? Please note that we normally require principals to contribute a minimum 20% of the total financing costs.

Amount \$ \_\_\_\_\_ Nature/Source: \_\_\_\_\_

Amount \$ \_\_\_\_\_ Nature/Source: \_\_\_\_\_

Normally, Perth CFDC requires some form of collateral for its advances. What are you offering to secure financing requested? (i.e. personal guarantee(s), security agreement(s), mortgage on property, third party guarantee, etc...)


Do you have a life insurance policy that could be assigned as collateral to the Perth CFDC to help secure your loan? Yes  No . If yes, please provide details below:

<i>Insurance Co.</i>	<i>Beneficiary</i>	<i>Face Value</i>	<i>Policy Loans</i>	<i>Cash Surrender Value</i>

<i>Business References</i>	<i>Name &amp; Address</i>	<i>Contact Person</i>	<i>Telephone</i>
Financial Institution			
Accounting Firm			
Lawyer			
Insurance Broker			
Other (e.g. Advisor)			

Please check if the following requirements are applicable to your business. If the answer is yes, please insert/attach the required information, or indicate "to be obtained"

Municipal Business License	Yes <input type="checkbox"/> No <input type="checkbox"/>	MBL#	to be obtained <input type="checkbox"/>
Business ID Number (BIN)	Yes <input type="checkbox"/> No <input type="checkbox"/>	BIN#	to be obtained <input type="checkbox"/>
Goods & Services Tax (GST)	Yes <input type="checkbox"/> No <input type="checkbox"/>	GST#	to be obtained <input type="checkbox"/>
Vendor Permit (PST)	Yes <input type="checkbox"/> No <input type="checkbox"/>	PST#	to be obtained <input type="checkbox"/>
Property Lease(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Attached <input type="checkbox"/>	to be obtained <input type="checkbox"/>
Patent(s) or Trademark(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Attached <input type="checkbox"/>	to be obtained <input type="checkbox"/>
Franchise Agreement(s)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Attached <input type="checkbox"/>	to be obtained <input type="checkbox"/>
Import/Export Tariffs or Duties	Yes <input type="checkbox"/> No <input type="checkbox"/>	Attached <input type="checkbox"/>	to be obtained <input type="checkbox"/>

Do you have arrears for any of the following categories? If yes, indicate the amount owing.

Property Taxes	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount Owing \$
Goods & Services Tax (GST)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount Owing \$
Provincial Sales Tax (PST)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount Owing \$
Source Deductions	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount Owing \$

Are there any judgment(s) or legal proceedings against you or your business? Yes  No

If yes, please provide details:

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Please attach brief summaries of the background(s) of all existing or proposed owners and key management personnel, including (but not necessarily limited to) the following information:

- Full Name
- Age
- Education
- Relevant Work Experiences
  - Tasks & Responsibilities
- Existing and/or Projected Salaries
- Indispensable or Replaceable
- Future Training Requirements

Will Perth CFDC's financial assistance increase your business workforce? Yes  No

If yes, by how many? Full-time positions # \_\_\_\_\_ Part-time positions # \_\_\_\_\_

## Financial Projections

Please attach comments on your business' financial history and especially on the future financial potential of the operation, supported with cash flow projections for both future growth and debt servicing. (Cash Flow forms and assistance to prepare them are available upon request)

## Other information

Please provide the following information, if applicable

- Personal Statements of Affairs from all owner(s) and guarantors (mandatory, forms provided)
- Business Financial Statements for last three (3) years, or since inception date, whichever is less
- Copies of Articles of Incorporation and Borrowing Bylaws (for existing incorporated businesses)
- Copy of Partnership Agreement (for existing partnerships)
- Copy of Trade Name Registration

# Declaration

(Please Read Carefully)

The Applicant(s) hereby certify that all of the information given herein and in the accompanying statements is to the best of my/our knowledge true and complete, and understand it will be used by Perth Community Futures Development Corporation (Perth CFDC) to determine credit worthiness. The proceeds of the financial support provided will be used for the business purposes applied for and not for personal, family or household purposes. The Applicant(s) further consent(s) to PERTH CFDC making any inquiries it deems necessary to reach a decision on this application, and consent(s) to the disclosure at any time of any credit information about me/us to any credit reporting agency or any one with whom I/we have financial or commercial relations. 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.

The Applicant(s) affirm(s) 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. Further, the Applicant(s) affirm 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 as disclosed in this application.

The Applicant(s) acknowledge(s) 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. Further, the Applicant(s) agree(s) that all costs/charges incurred in the preparation, execution and registration of security documentation in connection with this application to Perth Community Futures Development Corporation (Perth CFDC) or its solicitor, are the responsibility of the applicant(s) and may be deducted from any loan proceeds disbursed. This includes our standard 1% negotiation fee of the financial amount advanced, or any other special fees negotiated. 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.

## COLLECTION, USE, AND DISCLOSURE OF PERSONAL AND BUSINESS INFORMATION

If accepted for financing, the undersigned acknowledges that Perth Community Futures Development Corporation (Perth CFDC) may be required from time to time to verify the status of obligations of the subject business. These may include (but are not necessarily limited to) municipal property taxes, municipal business taxes, Goods & Services Taxes (GST), Provincial Sales Taxes (PST), business income taxes and employee source deductions. This application for financing, coupled with a financial commitment from PERTH CFDC constitutes your assent and the Corporation's good and sufficient authority to conduct these investigations as required.

The Applicant(s) acknowledge(s) 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.

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. 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.

The undersigned understand(s) that any false information given in this application and any accompanying materials may result in the rejection of this application or immediate demand for repayment of the loan, guarantee or investment, in full, together with interest accrued thereon.

Legal Name of Business (Please Print)

Trade Name of Business (if different from Legal)

\_\_\_\_\_

\_\_\_\_\_

Applicant  
Signature \_\_\_\_\_

Date \_\_\_\_\_

Applicant  
Signature \_\_\_\_\_

Date \_\_\_\_\_