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**\$100 Application Fee**

1.5% Admin Processing Fee on the amount of the loan, if approved

For CFTC Use Only

Date Received \_\_\_\_\_

Application # \_\_\_\_\_

**Business Information**

**Full Legal Name**

This business is a  Start-up  Expansion  Purchase of existing business

Date this business started \_\_\_\_\_ Month of Fiscal Year End \_\_\_\_\_

**Legal Structure**

Proprietor  Partnership  Corporation  Cooperative

Comments: \_\_\_\_\_

**Business Address**

Home-based business

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Toll-Free \_\_\_\_\_

Fax \_\_\_\_\_ Cellular \_\_\_\_\_

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

Canada Revenue Business No. \_\_\_\_\_

Incorporation Number (if applicable) \_\_\_\_\_

**Principal Owners**

List the name(s) and percentage of shares of all principal owner(s) of the business:

First Name	Last Name	Percentage of Shares	Telephone
_____	_____	_____ %	_____
_____	_____	_____ %	_____
_____	_____	_____ %	_____
_____	_____	_____ %	_____
_____	_____	_____ %	_____

**Business Description:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This business is/will be operating in the primary sector of (check one):

- Agriculture
- Business Services
- Construction
- Education
- Fisheries
- Forestry
- Health Services
- Hospitality
- Manufacturing
- Mining
- Retail
- Tourism
- Transportation

## Loan Information

This business requires \$ \_\_\_\_\_ for its proposed project.

### Sources of funds:

Principal Owners \_\_\_\_\_  
 Vendor financing \_\_\_\_\_  
 Other \_\_\_\_\_  
 Other \_\_\_\_\_  
 Community Futures TC \_\_\_\_\_

### Uses of funds:

Equipment \_\_\_\_\_  
 Working Capital \_\_\_\_\_  
 Inventory \_\_\_\_\_  
 Other \_\_\_\_\_  
 Other \_\_\_\_\_

Have you applied elsewhere for funding?  No  Yes Details: \_\_\_\_\_

### Purpose of Loan

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Security Offered: Asset Details

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Debts/Obligations Held by the Business

This should include leasing agreements, lines of credit.

Owing to:	Description	Payment	Balance	Security Held on Debt
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

This business currently has \_\_\_\_\_ full-time employees \_\_\_\_\_ part-time employees  
 This loan will create \_\_\_\_\_ full-time employees \_\_\_\_\_ part-time employees

<i>Lawyer</i>	Firm	Contact
<i>Accountant</i>	Firm	Contact
<i>Bank 1</i>	Bank Name	City
<i>Bank 2</i>	Bank Name	City

Has the business ever had an asset repossessed?  No  Yes  
 Is the business party to any claim or lawsuit?  No  Yes

\_\_\_\_\_  
 \_\_\_\_\_

## Personal Information

Last Name	First Name	Middle	Date of Birth MM / DD / YYYY	Social Insurance #
Email		Cellular	Home Telephone	Fax
Home Address				
Previous Address (If less than 3 years at current address)				

The following collection of information is voluntary and solely for the purpose of determining eligibility for various programs

First Nation \_\_\_\_\_  Youth (18-29)  Disability \_\_\_\_\_

### Employment (if applicable)

Current Employer & Phone #	Occupation	Salary	Length of Employment
Previous Employer & Phone #	Occupation	Salary	Length of Employment

### References

At least two should be about your business capability and not related to you.

Name	Company	Relationship	Contact Info

Marital Status \_\_\_\_\_

Spouse Information				
Last Name	First Name	Middle	Date of Birth MM / DD / YYYY	Social Insurance #
Occupation	Employer		Salary	How Long?

Is the principal/spouse/partner a Director, committee member or related to any Director, committee member or employee of Community Futures Thompson Country?  No  Yes \_\_\_\_\_

Has the principal/spouse/partner had an asset repossessed?  No  Yes \_\_\_\_\_

Has the principal/spouse/partner ever declared bankruptcy?  No  Yes \_\_\_\_\_

Is the principal/spouse/partner party to a claim or lawsuit?  No  Yes \_\_\_\_\_

Does the principal/spouse/partner owe any arrears taxes?  No  Yes \_\_\_\_\_

Does the principal carry life insurance?  No  Yes \_\_\_\_\_

Does the principal carry disability insurance?  No  Yes \_\_\_\_\_

Are you providing support for obligations such as Cosigner, endorser, guarantor?  No  Yes \_\_\_\_\_

# Personal Net Worth Statement

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

## Personal Assets (Dollar Value)

Real Estate:	\$
Real Estate:	\$
Cash (Chq / Savings Acct)	\$
Cash (Chq / Savings Acct)	\$
Stock / Bonds / RRSP's:	\$
Stock / Bonds / RRSP's:	\$
Vehicle:	\$
Vehicle:	\$
Shares in Other Companies:	\$
Serial Number Goods:	\$
(RV, Snowmobile, boats, motors, ATV's, Camper etc)	\$
(RV, Snowmobile, boats, motors, ATV's, Camper etc)	\$
(RV, Snowmobile, boats, motors, ATV's, Camper etc)	\$
Serial Number Goods: (Computer, electronic, etc)	\$
Other Serial Number Goods:	\$
Value of Existing Business: (Equity value on Balance Sheet)	\$
Other Assets:	\$
Other Assets:	\$
Other Assets:	
Other Assets:	\$
Other Assets:	
Other Assets:	
Other Assets:	
Other Assets:	
Other Assets:	
<b>TOTAL ASSETS: (A)</b>	<b>0</b>

## Personal Liabilities (Dollar Value)

Mortgage:	\$
Mortgage:	\$
Bank Loans:	\$
Bank Loans:	\$
Bank Loans:	\$
Bank Loans:	\$
Bank Loans:	\$
Vehicle Loans:	\$
Vehicle Loans:	\$
Monthly Vehicle Lease Payments:	\$
Years Left On Lease: _____	
Loans:	\$
Loans:	\$
Loans:	\$
Charge Cards: (Balance Owing)	\$
Owing To:	\$
Owing To:	\$
Owing To:	\$
Owing To:	\$
Personal Taxes Owing:	\$
(Property / Income)	
Other Liabilities: (Co-signer Loan Guarantor)	\$
Other Liabilities: (Alimony / Child Support Payments)	
Other Liabilities:	
Other Liabilities:	
Other Liabilities:	
Other Liabilities:	
Other Liabilities:	\$
<b>TOTAL LIABILITIES: (B)</b>	<b>0</b>

Total Assets (A)	0
Minus Total Liabilities (B)	0
<b>Equals TOTAL NET WORTH</b>	<b>0</b>

## Required Documents

- Incorporation Certificate - if applicable
- Environmental Risk Assessment
- Business Plan
- Projected Cash Flow Sheet, include details of assumptions

### Existing Businesses -

- Financial Statements

- Provide proof of good standing for:
- CRA Income Tax
  - WCB
- CRA Payroll
- CRA Sales Tax

Does the business owe any other statutory creditors?  Yes \_\_\_\_\_  No

### Principals

- Resume for all principals
- Photocopy of your Identification (Driver's License or BCEID)
- Personal Information sheet for each principal

## Disclosure and Release Statement

The statements made in this application are for the express purpose of obtaining financing from Community Futures Thompson Country and are to the best of my/our knowledge true and correct.

The applicant(s) understand that additional information may be required in support of this application and must be supplied before adequate consideration can be given to this application.

The applicant(s) consent to Community Futures Thompson Country making any inquiries of such persons, firms or corporations as it deems necessary in order to reach a decision of this application.

The applicant(s) agree to reimburse Community Futures Thompson Country any legal costs incurred in the registration of documents for loan security. Should the applicant withdraw this request for funds after legal documents have been registered and cost incurred, the applicant(s) shall be responsible for these costs.

The applicant(s) understand that Community Futures Thompson Country is not acting exclusively for me or my venture, and that it reserves the right to provide financial and non-financial assistance to individuals or corporations which could be seen as my direct or indirect competition without further notice to me, as it may decide in its unfettered discretion.

Under the *Privacy Act* and *Oath of Confidentiality* signed by all CFTC Directors, Committee Members and Employees, information collected and discussed will not be disclosed to any other party other than those required for the purpose of assisting and evaluating your business. By signing below, you understand our confidentiality policy and you consent to allow us to proceed on your behalf.

I/We, the undersigned, consent to CFTC making any inquiries it deems necessary to reach a decision on this application, including but not confined to, reports from credit bureaus, retail credit companies and other sources deemed necessary and consent to the disclosure at any time of any credit information about me/us to any credit reporting agency or to anyone with whom I/We have financial relations.

I, the undersigned, declare that the statements made herein are for the purpose of obtaining business financing and are to the best of my knowledge complete and correct.

Signature of Applicant	Name of Applicant	Date	SIN	Date of Birth
X				