



# **BUSINESS LOAN APPLICATION**

Community Futures Tawatinaw Region  
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Westlock, Alberta T7P 2J4

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**Western Economic  
Diversification Canada**

**Diversification de l'économie  
de l'Ouest Canada**

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## **Business Loan Administration Fees**

Community Futures Tawatinaw Region charges a non-refundable one time administration fee of **1.5% of the total Loan Amount**, upon loan approval.

## **Interest Rates**

Community Futures Tawatinaw Region has an average Interest Rate of 9%. Your Interest Rate may be higher or lower than the average depending on a variety of factors including, but not limited to - risk, collateral, experience in the industry and previous credit history.

**All Fees & Interest Rates are subject to change  
*WITHOUT NOTICE***

# Business Loan Application

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

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

Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Is this an existing or new business? \_\_\_\_\_ Existing \_\_\_\_\_ new

Date business established: \_\_\_\_\_

## Form of Business Ownership:

\_\_\_\_\_ Sole proprietorship.....Name: \_\_\_\_\_

\_\_\_\_\_ Partnership.....Partners: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Corporation.....Principals: \_\_\_\_\_  
\_\_\_\_\_

Please provide a copy of your business registration

Was conventional financing available for this business proposal? Yes [ ] No [ ]

Name of lender approached: \_\_\_\_\_

This project is expected to influence the following number of:

(Including the owners if they work in the business)

New Jobs: \_\_\_\_\_ full time \_\_\_\_\_ part time \_\_\_\_\_ seasonal

Jobs maintained \_\_\_\_\_ full time \_\_\_\_\_ part time \_\_\_\_\_ seasonal

The product or service your business provides: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How much money are you requesting from Community Futures Tawatinaw Region (CFTR)? \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

**Which region will the business operate from:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> County of Athabasca | <input type="checkbox"/> County of Thorhild        | <input type="checkbox"/> M.D. of Sturgeon |
| <input type="checkbox"/> Westlock County     | <input type="checkbox"/> Lower portion of M.D. 124 | <input type="checkbox"/> Other            |

## PERSONAL FINANCIAL STATEMENT

DATE:		
PRESENT ADDRESS	BUS PHONE:	
	HOME PHONE:	
	CELL:	
	E-MAIL:	
	FAX:	
Own _____ Rent _____ How long at present address _____		
Previous Address (if less that 3 yrs.)		
SURNAME: _____ FIRST: _____ MIDDLE INITIAL: _____		
Date of Birth: _____ SOCIAL INSURANCE NUMBER ( <i>optional</i> ): _____		
Married: ___ Single: ___ Divorced: ___ Separated: ___ Widowed: ___ Number of Dependents: _____		
Present Employer:		PHONE NUMBER:
Employer Address:		780 -
Occupation:	How Long:	Salary: \$
Previous Employer		PHONE NUMBER:
Address:		780-
Occupation:	How Long:	Salary: \$
SPOUSE'S SURNAME: _____ FIRST: _____ MIDDLE INITIAL: _____		
Date of Birth _____ SOCIAL INSURANCE NUMBER ( <i>Optional</i> ): _____		
Spouse's Employer:		PHONE NUMBER:
Employer Address:		780-
Occupation	How Long:	Salary: \$

**PERSONAL FINANCIAL STATEMENT CONTINUED**

APPLICANT NAME:

		ASSETS		LIABILITIES	PAYMENT
Bank Accounts	Bank Name & Address		\$		
			\$		
REAL ESTATE	Legal Description	Purchase Price	Present Value	Balance Owing	Monthly Payment
		\$	\$	\$	\$
		\$	\$	\$	\$
MOTOR VEHICLES	Year/Make/Model	Purchase Price	Present Value	Balance Owing	Monthly Payment
		\$	\$	\$	\$
		\$	\$	\$	\$
RECREATION EQUIP	Year/Make/Model	Purchase Price	Present Value	Balance Owing	Monthly Payment
		\$	\$	\$	\$
		\$	\$	\$	\$
EXISTING EQUIPMENT	Description	Purchase Price	Present Value	Balance Owing	Monthly Payment
Shop Tools/Machinery		\$	\$	\$	\$
Office Furniture/Equip		\$	\$	\$	\$
Other		\$	\$	\$	\$
OTHER ASSETS					
Stocks/Bonds/RSP's		\$	\$	\$	\$
<b>TOTAL ASSETS</b>			\$		
LOANS	Bank Name & Address	Original Amt.		Balance Owing	Monthly Payment
		\$		\$	\$
		\$		\$	\$
		\$		\$	\$
CREDIT CARDS	Branch	Credit Limit		Balance Owing	Monthly Payment
		\$			\$
		\$			\$
		\$			\$
OTHER Debts	Description			Balance Owing	Monthly Payment
		\$		\$	\$
		\$		\$	
<b>TOTAL ASSETS</b>				\$	
<b>TOTAL LIABILITIES</b>				\$	
<b>NET WORTH</b>				\$	
<b>(excluding life insurance)</b>					
<b>MONTHLY PAYMENTS</b>				\$	

## DISCLOSURE AND RELEASE STATEMENT

To: Community Futures Tawatinaw Region, (CFTR) (the "Corporation")

1. I, hereby certify that the information in this Statement of Personal Assets and Liabilities is a complete and true declaration. The property values shown above are the fair market values of the properties and the amount of debts is the total potential indebtedness (inclusive of any other loans, credit cards, or other debts for which I have signed as a guarantor).
2. I confirm that if any statement I have made herein or in accompanying materials proves to be incorrect in any way, I shall notify the Corporation immediately.
3. I authorize the Corporation to obtain personal credit information about me from any source. By executing this statement, I acknowledge as notice in writing, the Corporation's intent to obtain this information and I authorize each source to provide this information to the Corporation.
4. I understand and agree that in order to perform a credit investigation; I need not provide my Social Insurance Number ("SIN") if I can provide alternative identification that is acceptable to the credit reporting agencies. If I do provide my SIN; I consent to the Corporation using this information for the limited purpose of performing a credit investigation.
5. I authorize the Corporation to retain this Statement of Personal Assets and Liabilities and any financial records, credit and reference reports for the Corporation's records and reporting to Industry Canada who oversees the Community Futures Program.
6. I confirm receipt of the Corporation's *Privacy Statement* and understand and consent to the Corporation collecting, using, retaining and disclosing the information in this Statement of Assets and Liabilities for the limited Purpose of determining my eligibility for financing as is required by law, and by Industry Canada. I understand that the Corporation will handle my personal information in strict confidence in accordance with Federal privacy law as set out in the corporation's *Privacy Policy*. If I have any questions or concerns about the management of my information, I may refer to the *Privacy Policy*, available at [www.tawatinaw.albertacf.com](http://www.tawatinaw.albertacf.com) or contact the Chief Privacy Officer.

Yes or No

I am currently the subject of litigation before a court, tribunal, government board or agency, or there is threat of such litigation. There are unexecuted judgment(s) registered against me, such as:

\_\_\_\_\_

I have made an assignment or have been petitioned into bankruptcy; there are writs registered against my name. If yes, provide details: \_\_\_\_\_

Are you discharged from bankruptcy? \_\_\_\_\_ When \_\_\_\_\_

Have you guaranteed loans for any individual or business? If yes, provide details \_\_\_\_\_

\_\_\_\_\_

I certify that I am a Canadian Citizen or Landed Immigrant.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Community Futures Tawatinaw Region

**1. 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 and agrees to pay an administration fee of **1.5% of the total Loan Amount upon approval.**

(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.

**2. 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 use 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.

**3. COLLECTION, USE, AND DISCLOSURE OF PERSONAL AND BUSINESS INFORMATION**

(a) The Applicant acknowledges that, as the operation of the Corporation is financially supported the Government of Canada, representatives of the Government of 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 the Government of Canada and that, such information as is acquired by the Government 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 may be asked by the Corporation to display a small sign acknowledging the support of the Corporation to the business.

DATED, at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_

\_\_\_\_\_  
(Name of Applicant)

\_\_\_\_\_  
(Signature)

REFERENCES

<b>THREE REFERENCES</b>	Name	Address	Tele#	Relationship
(Name of 2 nearest Relatives not living with applicant)				
	_____	_____	(____)_____	_____
	_____	_____	(____)_____	_____
Other				
	_____	_____	(____)_____	_____