

Loans of up to \$150,000 are available to assist businesses in the North Fraser area, from Mission to Harrison Hot Springs, with new business start-ups; to help existing businesses expand; to help maintain existing businesses and to buy an existing business.

### **Business Loan Application Supporting Information Required**

- Business Plan/Summary
- Cash flow forecast
- 3 prior years' financial statements or tax returns
- Year to date income statement/balance sheet
- Aged accounts receivable and accounts payable lists
- Evidence that GST, PST and payroll deductions have been remitted
- Completed loan application dated, signed and witnessed
- Additional documentation may be required depending on what the financing is for

### **Features of Community Futures North Fraser Loan Program**

- Flexible repayment schedules
- Loan amortization up to 10 years
- Reduced payments for business start up
- Seasonal payment schedules for seasonal businesses
- No prepayment penalty

### **Client Privacy**

Community Futures North Fraser operates in accordance with BC's Personal Information Protection Act (PIPA) and Freedom of Information and Protection of Privacy Act (FOIPPA), and Canada's Privacy Act, Access to Information Act, and Personal Information Protection and Electronic Documents Act (PIPEDA). We are committed to protecting your privacy and the confidentiality of your personal information. For more information visit the Office of Information and Privacy Commissioner for British Columbia at <http://www.oipc.bc.ca>

**Name of Applicant:** \_\_\_\_\_

### **Proudly Supported by:**



Western Economic  
Diversification Canada

Diversification de l'économie  
de l'Quest Canada



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

First Name	Last Name	% of Shares	Telephone

**Type of Business** (check all that apply)

Home Based <input type="checkbox"/>	Start-up <input type="checkbox"/>	Existing <input type="checkbox"/>	Full Time <input type="checkbox"/>	Part Time <input type="checkbox"/>
Proprietorship <input type="checkbox"/>	Partnership <input type="checkbox"/>	Incorporation <input type="checkbox"/>	Non-Profit <input type="checkbox"/>	Co-op <input type="checkbox"/>
Retail <input type="checkbox"/> Forestry <input type="checkbox"/>	Service <input type="checkbox"/> Agriculture <input type="checkbox"/>	Oil & Gas <input type="checkbox"/> Tourism <input type="checkbox"/>	Manufacturing <input type="checkbox"/>	Construction <input type="checkbox"/>
Business has been operating since: (if applicable)				
Business fiscal year end is/will be:				
Applicant has made best efforts to access funds from other sources without success. (Initials) _____				
Reason(s) for rejection:				

**Business Contact Information**

Business Name: (Legal Name)		Business #	
Physical Address:			
Telephone:	Fax:	Email:	Website:
Mailing Address: (if different from above)			
This Business will Create/maintain	Full Time Employees _____	Part Time Employees _____	
Amount of Loan Required: \$			
Present Bank: _____			
Contact Name for Personal: _____			
Contact Name for Business: _____			
Are you related to any Director or Employee of Community Futures North Fraser? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Are you, your spouse, or business partner involved in <b>ANY</b> legal action or litigation, either personally or through your business? <input type="checkbox"/> No <input type="checkbox"/> Yes			
If financial assistance were approved, would you allow CFDC of NF to make a public announcement regarding your project? <input type="checkbox"/> No <input type="checkbox"/> Yes			

**Personal Information**

Last Name:	First:	Middle:
Social Insurance Number:		Birth Date:
Marital Status:	How Long:	No. Dependents:
Spouse:	SIN#:	Birth Date:
Address:		
Home Phone:	Business Phone:	Cell:
Own <input type="checkbox"/> Rent <input type="checkbox"/>	Email:	
Previous Address if less than 2 years:		

(Please complete if more than one person is applying for the loan)

Last Name:	First:	Middle:
Social Insurance Number:		Birth Date:
Marital Status:	How Long:	No. Dependents:
Spouse:	SIN#:	Birth Date:
Address:		
Home Phone:	Business Phone:	Cell:
Own <input type="checkbox"/> Rent <input type="checkbox"/>	Email:	
Previous Address:		

**Employment**

Employer:	Occupation:	
Address:		
How Long:	Gross Income:	Phone:
Previous Employer (if less than 2 years at current):		
Employer's Phone:	Annual Income:	
Occupation:	How Long:	
Spouse/Common Law's Employer:	Occupation:	
Address:		
How Long:	Gross Income:	Phone:

**References**

Name:	Relationship:
Address:	Phone:
Name:	Relationship:
Address:	Phone:

**Relatives/Landlord Contact Information**

Relative Name:	Relationship:	Phone:
Landlord Name:	Phone:	

### Statement of Income & Expenditures

(Complete this section for each applicant as applicable)

#### Monthly Income

Your monthly household income (after taxes) from employment	\$
Other income sources to the household including: Rental Income, Child Support, Alimony and Other (specify) _____	\$
<b>Total monthly income to the household from all sources</b>	<b>\$</b>

#### Monthly Expenses

Mortgage or rent payment (include insurance and property taxes)	\$
Grocery Expenses	\$
Utilities (Telephone, heat, satellite, etc.)	\$
Transportation (Gas, insurance, etc.)	\$
Insurance (life, disability, critical illness, etc.)	\$
Education and Child Care Expenses	\$
Entertainment/Hobbies	\$
Debt Payments (Bank loans, credit cards, family loans, etc.)	\$
Other	\$
<b>Total Monthly Expenses from all sources</b>	<b>\$</b>
<b>Total Income less Total Expenses</b>	<b>\$</b>

#### Statement of Net Worth – Assets

(attach copies for each shareholder, spouse, and corporation)

Cash Assets	Amount	Bank	Branch
Cash			
Cash			
RRSP			
Stock/Bond			
Real Estate			
Vehicles			
Other Assets			
<b>Total Assets</b>	<b>\$</b>		

#### Statement of Net Worth – Liabilities

(Attach copies for each shareholder spouse and corporation)

Bank Loans	Bank	Branch	Monthly Payment	Collateral Held by Bank	Interest Rate	Balance Owing
Line/Credit						
Overdraft						
Mortgages						
Finance Companies						
Credit Cards						
<b>Total liabilities</b>	<b>\$</b>					
<b>Net Worth</b>	<b>\$</b>	<b>(Assets less liabilities)</b>				

**Information Collection Authorization**

The statements made herein are for the express purpose of obtaining financing from Community Futures North Fraser and are to the best of my/our knowledge and belief, true, correct, and complete.

The applicant understands that additional information, if required in support of this application, must be supplied to the Corporation before adequate consideration can be given to this application.

The applicant consents to Community Futures North Fraser making credit inquiries or any other inquiries of such person, firms or corporations as it deems necessary in order to reach a decision on this application.

The applicant agrees to reimburse Community Futures North Fraser any legal cost incurred in the registration of documents for loan security. Should the applicant withdraw his request for funds after legal documents have been registered and cost incurred, the applicant shall be responsible for these costs.

Signed:

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date