

**Borrower's Name:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_



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**BUSINESS LOAN APPLICATION**  
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#5- 1200 Princess Royal Ave, Nanaimo, BC V9S 3Z7  
Phone: 250 591 -7499 Toll Free:1-877-585-5385 [www.cfnanaimo.org](http://www.cfnanaimo.org)

## BUSINESS LOAN APPLICATION

### BUSINESS INFORMATION

Will this business be a start up? Yes No

Is this an existing business? Yes No

This business has been operating full-time since \_\_\_\_\_ (if applicable)

This business has been operating part-time since \_\_\_\_\_ (if applicable)

This business is a home-based business Yes No

This business has/will have a fiscal year end in the month of: \_\_\_\_\_

This business will be a (check one):

- Proprietorship
- Incorporation
- Non-Profit
- Partnership
- Co-op

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

- Agriculture
- Aquaculture
- Forestry
- Manufacturing
- Retail
- Service
- Tourism

Has the business applied for funds elsewhere?  Yes  No

If yes, where? \_\_\_\_\_

Reason(s) for rejection (if applicable): \_\_\_\_\_

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 Number (if obtained): \_\_\_\_\_

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

Legal name of business is/will be: \_\_\_\_\_

Physical address of business: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

If different from above:

Mailing address of business: \_\_\_\_\_

The business currently has \_\_\_\_\_ full-time employees \_\_\_\_\_ part-time employees

The loan dollars requested will create \_\_\_\_\_ full-time employees \_\_\_\_\_ part-time employees

## LOAN INFORMATION

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

\$ \_\_\_\_\_ will come from the principal owners

\$ \_\_\_\_\_ will come from other sources (specify) \_\_\_\_\_

\$ \_\_\_\_\_ is requested from Community Futures Central Island

The purpose of this loan is for:  Start-up  Expansion  Maintenance

The breakdown of the total project cost is (specify all which apply):

\$ \_\_\_\_\_ Equipment \$ \_\_\_\_\_ Leasehold Improvements

\$ \_\_\_\_\_ Inventory \$ \_\_\_\_\_ Debt Consolidation

\$ \_\_\_\_\_ Working Capital

Has the borrower/spouse/common law ever had an asset repossessed?  Yes  No

Has the borrower/spouse/common law ever declared bankruptcy?  Yes  No

Is the borrower/spouse/common law party to any claim or lawsuit?  Yes  No

Does the borrower/spouse/common law owe any taxes prior to the current year?  Yes  No

Do you know your current credit score?  Yes \_\_\_\_\_  No

Does the borrower carry life insurance?  Yes  No If yes, amount: \$ \_\_\_\_\_

## PERSONAL INFORMATION

You were referred to Community Futures Central Island by (check one):

- Other lending institution
- Word of mouth
- Self Employment Program
- Advertising
- Other (specify) \_\_\_\_\_

Your current marital status is (check one):

- Single
- Common Law
- Married
- Separated
- Divorced

Are you currently on (check one):

- Employment Insurance
- Maternity Leave
- Disability Subsidy

Are you between the ages 18 – 34?  Yes  No

Are you First Nations.  Yes  No

If First Nations, please complete A – E:

- A. Treaty Number \_\_\_\_\_
- B. Band Affiliation (specify) \_\_\_\_\_
- C. (Check one)  Inuit  Metis  Non-Status  Treaty
- D. (Check one)  On reserve  Off reserve
- E. (Check one)  Urban  Rural  Remote

Are you a (check one):

- Canadian Citizen
- Immigrant/permanent resident

## BORROWER'S INFORMATION

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

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Birth date: MM \_\_\_\_ DD \_\_\_\_ YY \_\_\_\_ SIN #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cellular: \_\_\_\_\_

Email: \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Do you rent or own your home?  Rent  Own How long at this address? \_\_\_\_\_ years \_\_\_\_\_ months

**If you own your home, please list names on title:**

Last Name

First Name

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**BORROWER'S EMPLOYMENT HISTORY**

**Current or most recent Employer's Name:** \_\_\_\_\_

**Employer's Telephone:** \_\_\_\_\_ **Salary:** \_\_\_\_\_

**How long were you employed/have been employed here:** \_\_\_\_\_

**The borrower's highest education level is (check one):**

- some secondary
- completed secondary
- some post secondary
- completed post secondary with diploma
- completed post-secondary with degree

**SPOUSE/COMMON LAW INFORMATION**

**Last Name:** \_\_\_\_\_

**First Name:** \_\_\_\_\_ **Middle Name** \_\_\_\_\_

**Birth date:** MM \_\_\_\_\_ DD \_\_\_\_\_ YY \_\_\_\_\_ **SIN #:** \_\_\_\_\_ **Driver's License #:** \_\_\_\_\_

**SPOUSE/COMMON LAW EMPLOYMENT HISTORY**

**Current or most recent Employer's Name:** \_\_\_\_\_

**Employer's Telephone:** \_\_\_\_\_ **Salary:** \_\_\_\_\_

**How long were you employed/have been employed here:** \_\_\_\_\_

**BORROWER'S REFERENCES** (do not include family members)

Name

Relation

Daytime Telephone

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## PERSONAL FINANCIAL INFORMATION (HOUSEHOLD)

ASSETS					
<b>CASH HOLDINGS</b>	<b>Bank</b>	<b>Branch</b>			<b>Amount (\$)</b>
<b>OWNED REAL ESTATE</b>	<b>Physical Address</b>	<b>Year Purchased</b>	<b>Mortgage Holder</b>	<b>Purchase Price</b>	<b>Present Value</b>
<b>AUTOMOBILE(S)</b>	<b>Year/Make/Model</b>	<b>Owner(s) on Title</b>		<b>Purchase Price</b>	<b>Present Value</b>
<b>OTHER ASSETS (RV, BOAT, ETC.)</b>	<b>Year/Make/Model</b>	<b>Owner(s) on Title</b>		<b>Purchase Price</b>	<b>Present Value</b>
<b>TOTAL VALUE OF ASSETS</b>					<b>\$</b>

LIABILITIES						
<b>BANK LOAN(S)</b>	<b>Bank</b>	<b>Branch</b>	<b>Monthly Payment</b>	<b>Collateral Held By Bank</b>	<b>Interest Rate</b>	<b>Balance Owing</b>
<b>BALANCE ON MORTGAGES</b>	<b>Bank</b>	<b>Branch</b>	<b>Monthly Payment</b>	<b>Mortgage Renewal Date</b>	<b>Interest Rate</b>	<b>Balance Owing</b>
<b>OTHER LIABILITIES (CREDIT/STORE CARDS, ETC)</b>	<b>Bank</b>	<b>Branch</b>	<b>Monthly Payment</b>	<b>Collateral Held By Bank</b>	<b>Interest Rate</b>	<b>Balance Owing</b>
<b>TOTAL VALUE OF LIABILITIES</b>						<b>\$</b>
<b>NET WORTH (ASSETS LESS LIABILITIES)</b>						<b>\$</b>

## STATEMENT OF INCOME & EXPENDITURES

Your monthly household income (income after taxes) from employment	\$
Other income sources to the household:    Rental Income	\$
Child Support	\$
Spousal Maintenance	\$
Other (specify) _____	\$
<b>Total monthly income to the household</b>	<b>\$</b>
Monthly mortgage or rent payment (incl. Insurance and property tax)	\$
Monthly grocery expense	\$
Monthly utilities expense (telephone, heat, cable, etc.)	\$
Monthly transportation (gas, insurance, ferry, etc.)	\$
Monthly insurance (life, disability, critical illness, etc.)	\$
Monthly education and child care expense	\$
Monthly expense to entertainment/hobbies	\$
Monthly debt payments (bank loans, credit cards, child support, spousal maintenance, etc.)	\$
<b>Total monthly expense paid by the household</b>	<b>\$</b>
<b>Estimated savings per month (total income less total expense)</b>	<b>\$</b>

## DISCLOSURE AND RELEASE STATEMENT

\*Important, read thoroughly before signing

1. Are you related to any Director or Employee of Community Futures Central Island?  Yes    No
  2. Are you or any closely related individual or company involved in ANY legal action or litigation either personally or through your business?  Yes    No
- The statements made herein are for the express purpose of obtaining financing from Community Futures Central Island and are to the best of my/our knowledge and belief true and correct. The application understands that additional information, if required in support of this application, must be supplied to Community Futures Central Island before adequate consideration can be given to this applicant.
  - The applicant consents to Community Futures Central Island making any inquiries of such persons, firms or corporations as it deems necessary in order to reach a decision on this application.
  - The applicant agrees to reimburse Community Futures Central Island any legal costs 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.

### Application must be signed and fully completed before it can be processed.

The foregoing information is submitted for the purpose of establishing or maintaining credit with Community Futures Central Island and is a true, full and correct statement of my financial condition on the date shown. I hereby authorize Community Futures Central Island to obtain any information it deems necessary about me, including but not confined to, reports from credit bureaus, retail credit companies, or any other source that Community Futures Central Island deems appropriate.

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.

\_\_\_\_\_  
Borrower's Signature

\_\_\_\_\_  
Borrower's Name (Print)

\_\_\_\_\_  
Date