



Suite 105, 9912 Franklin Ave
Fort McMurray, Alberta T9K0G2

Wood Buffalo Recovery Loan Partnership Program

Application



Need help with
business recovery?

Check out the Wood
Buffalo Recovery Loan

(780) 791-0330

Fax: (780) 791-0086

Email: cfwbadmin@albertacf.com

www.woodbuffalo.albertacf.com

What

Starting June 1, 2017 businesses in the region will have access to a new financing option that meets the need for improved access to capital not normally available through traditional lenders.

Community Futures Wood Buffalo is proud to offer the Wood Buffalo Recovery Loan Partnership to support local business owners, both urban and rural, that need access to repayable financing to recover or grow their business or to take advantage of new opportunities in the region.

Qualifying

In order to begin an application, businesses must meet the following requirements:

- Completed business case or plan demonstrating potential for commercial viability of the business
- Resident Business License or Professional License (if applicable)
- Demonstrated commitment by your company's management team
- Other financial documents may be required

Completed applications will be reviewed within 10 days. Loan amounts are up to \$150,000.

How

Business owners looking for more information about the program are encouraged to visit Community Futures Wood Buffalo at the Business Innovation Centre located at 9912 Franklin Avenue.

Several one-hour intake sessions will be offered to teach business owners about the application process and requirements to qualify for the loan.

Successful applicants will be offered a 50 per cent discount on a one-year membership to the Fort McMurray Chamber of Commerce.

When

The Wood Buffalo Recovery Loan Partnership Program will be available from June 1, 2017 until September 30, 2018.

Business Loan Fees

Community Futures Wood Buffalo charges a one-time loan application fee. Loan application fees are scheduled as follows:

\$ 0.00 to \$ 5,000.00	\$ 100.00 due upon loan approval/acceptance
\$ 5,001.00 to \$ 10,000.00	\$ 200.00 due upon loan approval/acceptance
\$ 10,001.00 to \$ 25,000.00	\$ 375.00 due upon loan approval/acceptance
\$ 25,001.00 to \$ 150,000.00	\$ 500.00 due upon loan approval/acceptance

Note 1: Community Futures Wood Buffalo does not charge loan Administration Fees.

Note 2: Any and all legal fees associated with the preparation and registration of loan security documentation required by Community Futures Wood Buffalo and/or other loan related legal fees incurred shall be the full and total responsibility of the Borrower.

Note 3: Community Futures Wood Buffalo assesses and will collect an NSF of \$25.00 for any occurrence during the life of the loan approved by Community Futures Wood Buffalo and accepted by the Borrower.

Interest Rates

Community Futures Wood Buffalo has an average Interest Rate of - 8.5%.

**Interest Rates are subject to change
WITHOUT NOTICE**

Application for Financing

Business Information

Name of Company / Business: _____

Business # / GST #: _____

Name of Principal(s): _____ Phone: _____

_____ Phone: _____

_____ Phone: _____

Address of Business: _____

Location (if different): _____

Business Phone: _____

Business Fax: _____

Business Email: _____

Structure of Business: Proprietorship ☐ Partnership ☐ Incorporation ☐

Type of Business: Service ☐ Forestry ☐ Manufacturing ☐ Wholesale ☐

Retail ☐ Tourism ☐ Hospitality ☐ Other ☐ Specify: _____

Loan Information

Loan Amount Requested:

\$ _____

Line of Credit Amount Requested:

\$ _____

Is this loan or line of credit request
for a purchase of a business?

Yes _____ No _____

If yes, what is the purchase price?

\$ _____

Number of Jobs Created:

F/T _____ P/T _____

Number of Jobs Maintained:

F/T _____ P/T _____

Summary of Funds, Uses & Other Sources

Funds are Required For (e.g. building,
equipment, inventory, working capital, etc.):

Amount

Sources of Funds (e.g. personal
investments / equity, loans, friends or family, etc.):

Amount

_____ \$ _____

Community Futures loan requested \$ _____

_____ \$ _____

Community Futures LOC requested \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total: \$ _____

Total: \$ _____

Initials

App	Co-App	C.F.

Bank / Credit Union Information

(please include Account Numbers)

Present Bank / Credit Union: _____

Business (Name of Bank / C.U.): _____

Personal (Name of Bank / C.U.): _____

References

Contact Person: _____ Phone: _____

Contact Person: _____ Phone: _____

Contact Person: _____ Phone: _____

Business Asset List

List below all assets presently owned by the company or personal assets that will be used by the company. Please indicate their value. Also indicate whether they are used as security against other loans or if there is money owing against them. Attach separate list if necessary.

Assets in Detail (indicate make, model, year, serial number, etc.)	Current Market Value	Owe/Security
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total	\$ _____	\$ _____

Loan Security Offered

List below the collateral you propose to offer toward the loan. If applicable, indicate the fair market value of the assets. Examples of security would include assignment of receivables, inventory, business assets (including machinery and equipment), personal assets, property (including your home) and loan guarantees.

Assets (indicate make, model, year, serial number, etc.)	Market Value	Office Use Only
Asset 1: _____	\$ _____	\$ _____
Address of Asset: _____		
Asset 2: _____	\$ _____	\$ _____
Address of Asset: _____		
Asset 3: _____	\$ _____	\$ _____
Address of Asset: _____		
Asset 4: _____	\$ _____	\$ _____
Address of Asset: _____		
Total	\$ _____	\$ _____

Initials

App	Co-App	C.F.
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Personal Statement of Affairs

Full Name:		Home Phone: _____ Work Phone: _____	
S.I.N.		Fax Phone: _____ Cell Phone: _____	
Birth Date: Day _____ Month _____ Year _____		E-mail: _____	
<input type="checkbox"/> Single <input type="checkbox"/> Common-Law <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated			Dependants:
Present Address: _____ City _____ Province _____		Postal Code _____	How Long? _____
Previous Addresses in the past 5 years (use reverse if necessary):			
Present Employer:	Position:	Work #:	Mo. Income: _____ How Long? _____
Previous Employer (s) in the past 5 years:			
Spouse's Name:		Birth Date: Day _____ Month _____ Year _____	
S.I.N.			
Spouse's Employer:	Occupation:	Work #:	Mo. Income: _____ How Long? _____
Spouse's Previous Employer			
Source of other Income:			
Relative: Name	Address:	Relationship:	Phone #:
Relative: Name	Address:	Relationship:	Phone #:
Relative: Name	Address:	Relationship:	Phone #:
Landlord:		Phone #:	Rent Payment:
INSURANCE: Do you need life insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, please state name of Insurance Company and Life Agent: Company Name: _____ Life Agent: _____	

Personal Statement of Affairs

What You Own (List and Describe All Assets)		What You Owe		
DESCRIPTION	CASH	COMPANY	O/S	PAYMENT
Cash on Hand/Deposit:	\$	Credit Cards:	\$	\$
Bank or Trust:				
Name:				
Name:				
RRSP's Where?				
Stocks, Bonds, Etc.:				
Vehicles (Describe with Year and Model)		Bank Loans		
1)		1.		
2)		2.		
3)		3.		
4)		4.		
5)		5.		
Other Assets		Other Liabilities (Parents, Co-signer, Legal Claims, etc.):		
Real Estate: 1.		Mortgage(s):		
2.				
		Monthly Rent Payable:		
Household (insured value):		Taxes Owing (please specify):		
Life Insurance (value):		Revenue Canada		
		Other (please describe):		
Total Assets:	\$	Total Liabilities (add O/S column):	\$	

NET WORTH = \$ _____ (NET WORTH = Total Assets – Total Liabilities)

I hereby certify that the information provided is correct and permission is hereby granted for Community Futures Wood Buffalo to conduct a credit investigation and reference checks.

Signature _____

Date _____

Signature _____

Date _____

Release Statements

Consent Disclaimer Clause

Your signature on this form provides us with consent to conduct any credit investigations we deem appropriate and authorizes us to release any information, financial, personal or otherwise, as required for the purposes of a credit investigation, to any organization. Your signature on this form grants any such organization we contact permission to provide all information requested to us with respect to our credit investigation.

We will continue to collect, use, and disclose your personal information until such time as your loan has been repaid. This may include doing further credit checks during the term of your loan and using and disclosing your personal information in order to collect any debts you owe to us.

Indemnity Clause

The client agrees to fully indemnify and save harmless Community Futures Wood Buffalo from and against any and all costs and expenses (including legal fees and disbursements on a solicitor and own client basis) suffered or incurred by Community Futures Wood Buffalo. in the collection of any monies due to Community Futures Wood Buffalo. by the client enforcing any judgment so obtained.

Security Waiver Notification

The security interests granted hereunder are subject to registration under the *Personal Property Security Act* and the client waives the right to be notified of registration of any such financing statements.

Marketing and Promotional Waiver

The client agrees to allow the Community Futures Wood Buffalo to showcase their company in any marketing initiative designed to promote the Community Futures Program and the Community Futures Wood Buffalo.

Initials

App	Co-App	C.F.

Disclosures and Release Statement

**** Important ** - Read Thoroughly Before Signing**

1. Are you related to any director or employee of Community Futures Wood Buffalo? 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 ()
 3. If financial assistance is approved, would you allow Community Futures Wood Buffalo to make a public announcement regarding your project? YES () NO ()
- * The statements made herein are for the express purpose of obtaining financing from Community Futures Wood Buffalo and are to the best of my/our knowledge and belief, true and correct. The applicant understands that additional information, if required in support of this application, must be supplied to the Centre before adequate consideration can be given to this application.
 - * The applicant consents to Community Futures Wood Buffalo 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 Wood Buffalo for 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 costs incurred, the applicant shall be responsible for these costs?

Statement of Agreement

I hereby agree that if any financing is provided to me for the purpose of the business project as described herein, I shall:

- * follow the operating plan submitted herewith, and use the funds received from Community Futures Wood Buffalo for the purpose intended, and that any changes or alterations in loans shall be made only with the written permission of Community Futures Wood Buffalo;
- * that I shall maintain insurance as required by Community Futures Wood Buffalo;
- * that I shall provide Community Futures Wood Buffalo with monthly and year-end financial statements;
- * that I will reimburse to Community Futures Wood Buffalo and/or the law firm involved all legal fees and disbursements incurred by the processing and preparation of loan security documents, including all searches and investigations incurred after the OFFER TO FINANCE endorsed by the applicant(s) has been received Community Futures Wood Buffalo and/or the law firm involved, whether the applicant proceeds to accept the funds from Community Futures Wood Buffalo or not.

Consent

I/We warrant and confirm that the information given in the loan application form is true and correct, and I/we understand that it is being used to determine my/our credit responsibility by Community Futures Wood Buffalo. You are authorized to obtain any information you may require relative to this application from any sources to which you may apply and each such source is hereby authorized to provide you with such information. You are furthermore authorized to disclose, in response to direct enquiries from any other lender or credit bureau, such information on my loaning account as you consider appropriate, and I agree to indemnify you against and save you harm from any and all claims in damages or otherwise arising from such disclosure on your part. You are also authorized to retain the application whether or not the relative loan is approved.

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

Date	Applicant Name (print)	Applicant Signature	Witness Name (print)	Witness Signature
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Application must be initialed, signed and witnessed before it can be processed.

Initials

App	Co-App	C.F.
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