



Lethbridge County BIL Application for Credit

Company Name		Loan Amount Maximum Amount \$10,000 per business, \$20,000 per address at the discretion of CFLR and the Lethbridge County.	
Contact Name		*Application Fee: 1% of Loan Amount at application (minimum of \$125)	
Company Address (official mailing address that information sent to it will be deemed delivered)  Home Address of Principal(s)		Closing Costs	
		<input type="checkbox"/> Proprietorship	\$250
		<input type="checkbox"/> Partnership	\$250 per partner
		<input type="checkbox"/> Incorporation	\$250 per shareholder
Company Telephone	Personal Telephone Principal(s)	Fax	
Email		Social Insurance Number	
Business Number		Fiscal Year End	
Number of Jobs: Full Time Maintained		Created	Part Time: Maintained
		Created	
Describe type of business, products, services, markets			
Length of Time at Location? Do You Have a Lease? If no, describe rental agreement?		Length of Lease? Landlord?	
Describe Project			
Please list the details of the project <input type="checkbox"/> Copy of Building Permit			
Project Description	Estimated Material Cost	Estimated Labour Costs	Estimated Completion date
Total Material Cost			
	Total Labour Cost		
		Total Project Cost	
Quotations Valid Until			

Authorization

I hereby authorize Banks, Credit Agencies, and all Credit Bureaus to disclose all information concerning my/our affairs to Community Futures Lethbridge Region (CFLR) and CFLR is likewise authorized to divulge information concerning our private affairs in response to normal credit inquiries from trade and other creditors. Community Futures Lethbridge Region may make a brief announcement of any loan which it may subsequently authorize.

Date \_\_\_\_\_, 20 \_\_\_\_\_

Community Futures Lethbridge Region

\_\_\_\_\_  
Signature (Business Owner)

\_\_\_\_\_  
Penny Patching / Roldo Eliason / Darlene Sinclair

<p><b>Required Documents</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Application for Credit</li><li><input type="checkbox"/> Personal Statement of Affairs</li><li><input type="checkbox"/> Copy of Business License</li><li><input type="checkbox"/> Copy of Driver’s License</li><li><input type="checkbox"/> Copy of Birth Certificate</li><li><input type="checkbox"/> Building Permit (where required)</li><li><input type="checkbox"/> Project Invoices / Quotes</li><li><input type="checkbox"/> Pictures (before and after)</li></ul> <p>Additional information may be required based on the “5 C’s” of credit.</p>	<p><b>Required Security Documents</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Loan Terms</li><li><input type="checkbox"/> Promissory Note</li><li><input type="checkbox"/> CRA Authorization Request</li><li><input type="checkbox"/> PAD (plus void cheque)</li><li><input type="checkbox"/> General Security Agreement</li></ul> <p><b>Corporate Loans – information as above plus:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Personal Guarantee</li><li><input type="checkbox"/> Borrowing Resolution of Directors</li><li><input type="checkbox"/> General Security Agreement collateral to Personal Guarantee signed/executed by CFLR lawyer (no additional fee to client)</li></ul>
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Personal Statement of Net Worth for:

(one for each partner or shareholder)

Cash Assets		Bank/Institution		Amount	
Cash					
Cash					
RRSP					
Stocks/Bonds					
Real Estate (owned)	Purchase Year	Physical Address	Owners on Title	Price Paid	Present Value
Vehicles/Machinery /Equipment Owned	Year	Make/Model	Owners on Title	Price Paid	Present Value
Total Assets					

Liabilities	Payable To	Purpose	Monthly Payment	Balance Owing
Mortgage				
Mortgage				
Line of Credit				
Overdraft				
Vehicle Loan				
Vehicle Loan				
Credit Card				
Credit Card				
Student Loan				
Other				
Total Liabilities				

TOTAL ASSETS

TOTAL LIABILITIES

NET WORTH

Certification

I/We certify that all information given in this statement of net worth is true and complete.  
I/We understand that any false information given in this statement of net worth may result in the rejection of this application or immediate demand for repayment of the loan in full, together with any interest accrued thereon.

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Loan Applicant

This Agreement may be executed in several counterparts, and may be delivered by facsimile or by electronic mail in Portable Document Format (PDF), each of which, when so executed, shall be deemed to be an original and such counterparts together shall constitute one and the same instrument and, notwithstanding the date of execution, shall be deemed to bear date as of the date written in the beginning of this Agreement.

## Eligible Improvements

- Business Equipment
- Information Technology – hardware / software (computer related)
- New / upgraded equipment related to enhancing operation
- Signage
- Fixtures
- Windows
- Interior Flooring
- Shelving
- Lighting
- Counters / Display cases
- Point of Sale System
- Roofing
- Energy Upgrades leading to more efficient operating costs
- Landscaping

Community Futures Lethbridge Region Fee for Service Schedule Business Improvement Loan		
Effective April 1, 2020		
Initial Interview	Free	
Business Counselling	Two Hours No Charge / \$100 per hour thereafter	
Community Futures Lethbridge Region levy's fees for service. These fees are based upon the knowledge that where there is a fee levied, the user or purchaser of the service is more readily willing to accept the service and apply the technical advice given. You may be required to pay an administration and processing fee for providing you with services of an administrative or clerical nature.		
Loan Administration		
Initial Interview	Free	
Loan Application Fees	1% of loan amount at application (minimum of \$125) <i>*Application Fees Are Non-Refundable</i>	
Closing Cost		
Business Improvement Loan Documents to be prepared by Community Futures Lethbridge Region staff	Proprietor Partnership Corporation	\$250 \$250/partner \$250/shareholder
Loan Fees		
Change in Security	\$100 plus any applicable legal fees	
Term Review	\$100/hour plus the cost of searches	
NSF Fees	\$50 per occurrence	
Business Improvement Loan	6% per annum (INTEREST FREE TO LOAN CLIENT)	
*Fees are subject to change yearly as approved by CFLR Board of Directors.		

For more information on Community Futures Lethbridge Region please visit our website:  
[www.lethbridgeregion.albertacf.com](http://www.lethbridgeregion.albertacf.com)

Community Futures Lethbridge Region Contact Information:

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