



WAUBETEK
Business Development Corporation
A Community Futures Development Corporation



APPLICATION FOR INDIGENOUS WOMEN ENTREPRENEURS MICRO-LOAN FINANCING UP TO \$20,000.00

This application will enable Waubetek to determine your eligibility for funding. Financing cannot be provided for costs you already paid for before applying to Waubetek. It is important to have credentials and experience in the type of business you wish to start.

Instructions for completing this Application:

1. Please email the office at waubetek@waubetek.com if you have questions about the application process.
2. Complete all sections and use attachments if more space is required for certain items.
3. Attach all the required documentation (see documents checklist on Page 4 of application).
4. Ensure that your Application is signed and dated. If all information is not provided, the review of your project will be delayed.
5. Submit the completed Application, including business planning guide and other attachments to waubetek@waubetek.com. Retain a copy for your records.
6. Before completing the assessment of your Application, an Officer will review the information and contact you to discuss your Application in more detail.

Have you previously applied for or received financial assistance from Waubetek YES NO

Please complete all sections or write "N/A" (if not applicable), use attachments as necessary.

LOAN APPLICANT (write full legal name)

Surname: _____ Given Name: _____
 Address: _____ City: _____ Postal Code: _____
 Date of Birth: _____ SIN: _____ Gender: _____
 Email: _____ Phone: _____ Mobile: _____
 First Nation/Inuit Registry Number: _____ First Nation/Inuit Community: _____
 Current Employer (if applicable): _____ Tel: _____

CO-APPLICANT – or – GUARANTOR (if applicable)

Surname: _____ Given Name: _____
 Address: _____ City: _____ Postal Code: _____
 Date of Birth: _____ SIN: _____ Gender: _____
 Email: _____ Phone: _____ Mobile: _____
 First Nation/Inuit Registry Number: _____ First Nation/Inuit Community: _____
 Current Employer (if applicable): _____ Tel: _____

WILL YOU REQUIRE A MENTOR TO PROVIDE GUIDANCE TO YOU FOR YOUR BUSINESS PROJECT? YES NO

Do you have someone to recommend as your Mentor?

If so, please provide name and their title (i.e business person, consultant, accountant)

Name: _____ Title: _____

If not, Waubetek can find you a Mentor.

***Note:** Any proposed Mentor should have business experience and cannot be related to the applicant(s).

Indigenous Women's Micro-Loan Program

1. BUSINESS INFORMATION

Business Name: _____ Website: _____
 Business Phone: _____ Business email: _____

Describe what your business does: _____

Business Structure: Sole Proprietor Partnership Incorporated Incorporation #: _____

Registered CRA: _____ Master Business License No. _____ Date of Registration: _____

Business location: _____ Current Number of Employees: _____ Full time: _____ Part time: _____

New Employment to be created: Full time _____ Part time _____

This Application is to: Start a Business Expand Business Purchase a business

Date the business began operations or will commence: _____

Principals (owners) and percentage of ownership:

A. Name: _____ ownership: _____ %

B. Name: _____ ownership: _____ %

2. FINANCIAL REQUIREMENTS: What funds do you require, for what purposes and what is source of other funds?

***Note:** Please do not use commas in the numbers.

Funds required for:	\$	Sources of funds:	\$
Capital Costs		Applicant's Cash Equity (5% of Capital Costs)	
Machinery/Equipment		Other Contributed Equity	
Office Equipment/Furniture		Waubetek IWE Loan	
Inventory (3 months)		Other funders	
Leasehold Improvements			
Other:			
Operating Costs			
Insurance			
Utilities			
Lease Deposits			
Working Capital (3 months)			
Marketing Costs			
Business Support Costs			
Total Project Costs		Total Project Financing	

Note: Total Project Costs should equal Total Project Financing.

Indigenous Women's Micro-Loan Program

3. STATEMENT OF PERSONAL NET WORTH (Please do not use commas in the numbers)

	Applicant	Co-Applicant / Guarantor
	\$	\$
ASSETS		
Cash/Savings	_____	_____
Investments (RRSP, TFSA, GICs)	_____	_____
Vehicle (estimate resale value)	_____	_____
Real estate / House	_____	_____
Other Assets	_____	_____
	_____	_____
Total Assets	_____	_____
LIABILITIES		
	Balance Owning	Balance Owning
Mortgages	_____	_____
Personal Loans	_____	_____
Automobile Loans	_____	_____
Credit Cards	_____	_____
Other Debts	_____	_____
	_____	_____
Total Liabilities	_____	_____
Personal Net Worth (Assets - Liabilities)	_____	

What is your proposed security/collateral for the loan? _____ Value (\$): _____
 (Year, make, model, VIN #)

PERSONAL BUDGET:

Total Monthly Income	_____	_____
Total Monthly Payments	_____	_____
Monthly Surplus/Deficit	_____	_____

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4. OTHER INFORMATION

1. Have you ever declared bankruptcy? Yes No
2. Have you ever had an asset repossessed? Yes No
3. Are you involved in any legal claims/lawsuits? Yes No

If you answered yes to any of the above questions, please explain the circumstances:

Required Supporting Documents: please provide

Copy of Indian Status Card or Confirmation of Inuit Claims Beneficiary;

Evidence of Identity (copy of Driver's License or Birth certificate)

Bank statement showing evidence of available 5% cash Equity;

Evidence of value of any contributed assets;

Copies of all cost quotes for project costs over \$1,000;

Copies of any business licenses you have in place and business insurance coverage (or an insurance cost quote if not already in business);

Copy of your resume and all applicable education or training certificates you have in your field of business; sales assumptions;

For existing business, please provide the most recent financial statements over the past 2 years;

Copy of partnership agreement or incorporation documents (if applicable); CRA, Master Business License #

Copy of an marketing data and any contracts/letters of intent you have to support sales assumptions;

Completed Indigenous Women's Entrepreneurs Business Planning Guide and Cashflow template.

Proof of commitments from other financial or funding sources must be attached.

Note: Failure to provide these documents with your Application may cause delays in assessing your project.

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5. DECLARATION and CONSENT OF APPLICANT(S) and/or GUARANTOR

I certify to the best of my knowledge and ability:

- a) That the information herein and the attachments hereto reflect an accurate description and estimate of costs regarding the intended project.
- b) That all relevant information that is material to the application has been fully disclosed to the Waubetek Business Development Corporation;

I (We) authorize and consent to having the Waubetek Business Development Corporation obtain from and share with persons or organizations, public or private, any information necessary to complete the assessment of the project outlined in this application.

Signed at: _____ this _____ day of _____, 20_____

Applicant (print name)

Co-Applicant (print name)

Signature of Applicant

Signature of Co-Applicant / Guarantor

Signature of Authorities for Corporation (if incorporated)

Signature of Authorities for Corporation (if incorporated)

Witness (print name)

Witness (print name)

Witness signature

Witness signature