



PO Box 1480, Ashcroft, BC V0K 1A0
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LOAN APPLICATION PRE-SCREENING FORM

FOR OFFICE USE ONLY

Date Received Stamp

application must be complete

New Client: _____

Current Client: _____

Former Client: _____

TEA

Credit Checks Required: _____

Credit Check Fee Collected @ \$10 per applicant, \$10 per spouse listed: \$ _____ Receipt Issued

Application Reviewed By: _____ Date: _____

Proceed

Declined

Withdrawn

FOR YOUR INFORMATION

COMMUNITY FUTURES SUN COUNTRY is a non-profit community economic development organization. We are committed to helping people in the Sun Country region who are either operating or are planning to start their own business.

OUR MISSION IS "...to plan and initiate development of our area through the promotion and facilitation of cooperative activities dedicated to the social, environmental and economic well being of our citizens and communities."

LOAN INFORMATION AND FEES

1. Maximum Loan of \$500,000 available for start-up, maintenance or expansion
2. Interest Rate may vary based on Loan Portfolio.
3. Loan Application Fee of 1% of loan amount requested minimum \$50.00
4. \$10 per credit check (each applicant and each spouse) will be collected once the loan application has been accepted by Community Futures Sun Country (fees collected for credit checks will be applied to the 1% application fee)
5. No Pre-payment Penalties

SPECIFIC CRITERIA MUST BE MET:

1. Location of the business must be in the Sun Country region.
2. Future economic viability of the business;
3. Competent management;
4. Reasonable personal financial investment and adequate security for the venture;
5. Employment creation or maintenance for predominantly local residents, and
6. Life Insurance in the amount of the loan may be required before funds will be disbursed.

YOUR STEPS TO GETTING A LOAN:

1. Complete LOAN APPLICATION. Ensure you include supporting documentation as is outlined in the application. If you have any questions contact the Community Futures Sun Country Office.
2. Each applicant must complete a PERSONAL OVERVIEW.
3. If a Co-signer is needed for the Loan, have that person complete the GUARANTOR'S OVERVIEW.
4. Once the first applications are completed return them to the Community Futures Sun Country office with \$10.00 for each applicant, each spouse, and each guarantor. Example: if a married individual applies for a loan and is having their father co-sign, there will be an initial charge of \$30.
5. When the Loans Officer has completed reviewing the application, WE WILL CALL to advise you of whether or not we can proceed with the application.
6. Submit a complete and comprehensive BUSINESS PLAN to the Community Futures Sun Country office with the rest of the Loan Application Fee.
7. The Loans Officer will put together a PACKAGE TO PRESENT for adjudication.
8. If DECLINED you have the right to appeal this decision.
9. If APPROVED the appropriate documentation will be completed, signed and funds will be disbursed.

YOUR PRIVACY: Community Futures is committed to protecting your privacy and the confidentiality of your personal information. Our commitment to respecting and protecting the privacy and confidentiality of your personal information is addressed in our privacy policies. We adhere to these policies and the provisions of the BC *Personal Information Protection Act*. Statements are available at the office. Call 1-800-567-9911 or visit the Community Futures Sun Country website: www.cfsun.ca

APPLICANT INFORMATION

NOTES: (1) Applicants are not **required** to provide your Social Security Number (SIN), however, it will improve the accuracy of information obtained for your file and is requested by CFSC; (2) Spousal information is required for common-law and married individuals for initial assessment purposes, regardless of their involvement in the business; (3) a supplementary Principals Sheet will be provided and must be filled out for businesses that have more than two principals; (4) a TEN DOLLAR (\$10) PER INDIVIDUAL initial assessment fee is charged up front and must be submitted with your signed application form – **Example:** A company with an unmarried director, as well as one married director must submit an initial assessment fee of \$40 to cover the company (\$10), the single director (\$10), the married director (\$10), and the married director’s spouse (\$10).

Principal #1:

Owner ___ %
 Shareholder ___%
 Director
 Last Name: _____ First Name: _____ Middle Name: _____
 Address: _____
 City: _____ Province: _____ Postal Code: _____
 Phone Number: _____ Email: _____
 SIN: _____ Date of Birth _____ (yyyy/mm/dd)

Spouse

Spouse is *not* a principal of the business
 Spouse *is* a principal of the business: Owner ___ %
 Shareholder ___%
 Director
 Last Name: _____ First Name: _____ Middle Name: _____
 SIN: _____ Date of Birth _____ (yyyy/mm/dd)

Principal #2:

Owner ___ %
 Shareholder ___%
 Director
 Last Name: _____ First Name: _____ Middle Name: _____
 City: _____ Province: _____ Postal Code: _____
 Phone Number: _____ Email: _____
 SIN: _____ Date of Birth _____ (yyyy/mm/dd)

Spouse

Spouse is *not* a principal of the business
 Spouse *is* a principal of the business: Owner ___ %
 Shareholder ___%
 Director
 Last Name: _____ First Name: _____ Middle Name: _____
 SIN: _____ Date of Birth _____ (yyyy/mm/dd)

Supplementary Principals Sheet is Attached (check if applicable)



IMPORTANT: PLEASE READ THOROUGHLY BEFORE SIGNING

DISCLOSURE AND RELEASE STATEMENT

- I hereby authorize Community Futures Sun Country to obtain any information it deems necessary about me/us, including, but not confined to: (i) reports from credit bureaus, (ii) retail credit companies or (iii) any other source the corporation deems appropriate. I understand 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.
- I am aware of the risks and uncertainties associated with operating a business and freely accept and fully assume all such risks and uncertainties and the possibility of financial loss resulting there from, notwithstanding advice or funding that I receive from Community Futures Sun Country.
- In consideration of Community Futures Sun Country providing me with the aforementioned advice/funding, I hereby agree to waive any and all claims that I may have now, or in the future against Community Futures Sun Country, and its directors, officers, employees, representatives, successor to Community Futures Sun Country from any and all liability or loss, damage, expense or cost that I may suffer or incur in my proposed business venture, due to any cause whatsoever.

Date: _____ (Month/Day/Year)

_____	_____	_____	_____
Applicant's Name	Applicant's Signature		Witness's Name	Witness's Signature
_____	_____	_____	_____
Spouse's Name	Spouse's Signature		Witness's Name	Witness's Signature

Date: _____ (Month/Day/Year)

_____	_____	_____	_____
Applicant's Name	Applicant's Signature		Witness's Name	Witness's Signature
_____	_____	_____	_____
Spouse's Name	Spouse's Signature		Witness's Name	Witness's Signature