



STORMONT, DUNDAS & GLENGARRY

Community Futures Development Corporation
Société d'aide au développement des collectivités

TYPICAL LIST OF INFORMATION REQUIRED WITH LOAN APPLICATION:

If you are starting a new business:

1. Full Business Plan (templates are available through the SD&G CFDC directly) or on the Canada Business website @ CanadaBusiness.gc.ca,
2. Financial projections for at least 3 years forward, which must include Balance Sheet, Income Statement, Cash Flow Statement and notes to financials.
3. Completed SD&G CFDC loan application.
4. Completed Personal Financial Statement (supplied with loan package by CFDC).
5. List of company equipment and projected cost of equipment with supporting quotes from reputable suppliers, if your loan is to be used to purchase equipment.
6. Personal T1 returns (both spouses, if both have income) for the past two years.

If you own an existing business, with over 2 years experience:

If you are not incorporated:

1. Personal T1 returns (both spouses, if both have income) for the past two years.
2. Current year financial statements, if more than 2 months after year end.
3. All of the above details, but with projections for a minimum of two full years, including the current year, if already in progress.
4. Copies of any signed contracts you may have or supporting documentation you feel is pertinent to your loan application.
5. Aged lists of accounts receivable and accounts payable

If you are incorporated:

1. Financial Statements, for current year to date, if year-end is more than 2 months old.
2. Financial statements for two previous years minimum.
3. Financial Projections for the two full years, including the current year, if already in progress.
4. Personal T1 returns, for both you and your spouse for at least 2 years, if the company is less than 2 years old.
5. Detailed list of equipment you intend to purchase with quotes to support, from reputable suppliers.
6. Completed loan application, including personal financial statement and loan application.
7. Copies of any signed contracts you may have or supporting documentation you feel is pertinent to your loan application.
8. Aged lists of accounts receivable and accounts payable

Notes:

1. This list may not be complete. Additional information may be required. If you have all of the above, it covers most, if not all of the requirements.
2. Financial Statements must include Balance Sheet, Income Statement or Statement of Operations, Cash Flow Statement, Retained Earnings Statement and Notes to Financials.