



CORNWALL & THE COUNTIES  
**COMMUNITY FUTURES DEVELOPMENT CORPORATION**  
**SOCIÉTÉ D'AIDE AU DÉVELOPPEMENT DES COLLECTIVITÉS**  
CORNWALL ET LES COMTES

When preparing a loan application, please check that all necessary information included.

**LOAN APPLICATION CHECKLIST**

New Business	Existing Business	
<input type="checkbox"/>	<input type="checkbox"/>	Loan Application Form
<input type="checkbox"/>	<input type="checkbox"/>	Business Plan
<input type="checkbox"/>	<input type="checkbox"/>	Cashflow Forecast- Sales and Expenses by month for two years
<input type="checkbox"/>	<input type="checkbox"/>	Business License or Articles of Incorporation
<input type="checkbox"/>	<input type="checkbox"/>	Partnership Agreement (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	Photo Identification ei: Driver's Licence/Passport
<input type="checkbox"/>	<input type="checkbox"/>	Details of Lease Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Offer to Purchase Agreement (conditional on financing)
<input type="checkbox"/>	<input type="checkbox"/>	Loan Application Fee \$200
	<input type="checkbox"/>	Statement of Account of latest Canada Revenue Agency Source Deduction form (RP)
	<input type="checkbox"/>	Statement of Account of latest Canada Revenue Agency HST Form (RT)
	<input type="checkbox"/>	Current Internal Financial Statements
	<input type="checkbox"/>	Financial Statements of Previous Year End(s) and/or personal tax return for Sole Proprietor
	<input type="checkbox"/>	Details of security and business/bank debt obligations pledged to lenders ie: Line of Credit, Equipment Loans
	<input type="checkbox"/>	Other: