



NISHNAWBE ASKI

DEVELOPMENT FUND

INVESTMENT FUND FINANCING APPLICATION

Head Office:

200 Anemki Place
Fort William First Nation
Thunder Bay, ON P7J 1L6

Thunder Bay:

106 Centennial Square, 2nd Floor
Thunder Bay, ON P7E 1H3
Toll Free 6 1-800-465-6821
Phone 807-623-5397 Fax 807-622-8271

Timmins:

251 Third Street, Suite 9
Timmins, ONT P4N 1E2
Toll Free 6 1-800-461-9858
Phone 705-268-3940 Fax 705-268-4034

CFDC Investment Fund Sponsored By:



FINANCING APPLICATION CHECKLIST

1. **Answer all questions to the best of your ability. Contact our office to request assistance from business support staff if required; 1-800-465-6821.**
2. **Have you attached all required documents?**
 - ☐ Annual financial statements for the past three fiscal years and most recent interim financial statement, if an existing business or acquisition;
 - ☐ If the business is to be located on reserve, attach a copy of the Community Strategic Plan or correspondence from the First Nation supporting the business (a draft BCR is available if required);
 - ☐ Personal financial statement completed for each borrower/applicant and spouse; and,
 - ☐ Copy of Status/Métis Card, Driver's Licence or other identification for each borrower/applicant and, if applicable, each spouse
3. **Have all applicants and spouses/partners signed the:**
 - ☐ Declaration of Applicant on page 7

FEEDBACK

1. **How did you hear about NADF:**
 - ☐ Radio - Indicate station: _____
 - ☐ Other Organization (municipality/band office, etc.) – Name: _____
 - ☐ Current/Past Client
 - ☐ Website
 - ☐ Word of Mouth
 - ☐ Print Ad/Newspaper - Indicate where: _____
2. **Do you have any suggestions on how we can better serve our clients or make the loan application simpler?**

3. **Are there particular services or assistance you would like to be able to access through our office?**



LONG FORM FINANCING APPLICATION

1. IDENTIFICATION

Applicant/Borrower's #1 information

Legal Name: _____ SIN _____ Date of Birth: _____
YYYY/DD/MM

Driver's License # _____

If Status Indian: Band name _____ Band number _____

Mailing Address: _____

Prior Address (if at current address less than 2 years): _____

Residence telephone: _____ Work telephone: _____ Cell: _____

Fax number: _____ Email address: _____ # Dependents _____

Personal and Professional References (*minimum 2 of each*)

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Applicant/Borrower #1's spouse's information (If applicable)

Legal Name: _____ SIN _____ Date of Birth: _____
YYYY/DD/MM

Applicant/Borrower #2's Information (If applicable)

(If more than 2 applicants please attach a separate sheet with each additional applicant/borrower and spouse information)

Legal Name: _____ SIN _____ Date of Birth: _____
YYYY/DD/MM

Driver's License # _____

If Status Indian: Band name _____ Band number _____

Mailing Address: _____

Prior Address (if at current address less than 2 years): _____

Residence telephone: _____ Work telephone: _____ Cell: _____

Fax number: _____ Email address: _____ # Dependents _____

Personal and Professional References (minimum 2 of each)

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Applicant/Borrower #2 Information- Personal and Professional References Continued

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Name: _____ Contact info: _____ Relationship: _____

Applicant/Borrower #2's spouse's information (If applicable)

Legal Name: _____ SIN _____ Date of Birth: _____
YYYY/DD/MM

Personal Financial Statement

Please complete a separate personal financial statement (copy attached) for each applicant and, if applicable, each applicant's spouse.

Education (Secondary/ Post-Secondary) and Experience

Applicant #1

<u>Employer's Name</u>	<u>Position</u>	<u>Worked From/To</u>
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<u>Institute/School Name</u>	<u>Course/Certificate/Diploma</u>	<u>Year Received</u>
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Applicant #2 (if applicable)

<u>Employer's Name</u>	<u>Position</u>	<u>Worked From/To</u>
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<u>Institute/School Name</u>	<u>Course/Certificate/Diploma</u>	<u>Year Received</u>
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If your education and experience is limited, will you have a mentor/coach who will assist you? If yes, provide details of that person's experience and contact information (attach a resume or further explanation if needed)

2. PROJECT INFORMATION

☐ New business startup

☐ Expansion

☐ Acquisition

For expansion, attach the 3 most recent annual financial statements and most recent interim financials;

For acquisition, attach the 3 most recent annual financial statements and valuation of business.

Ownership and Equity Contribution (cash investment)

Name	% Owned	Cash Invested

Describe the Market / Competition / Viability related to your project

(If more space is needed attach additional details and any market research, studies or other applicable information)

Estimated Project Costs and Financing

Estimated Project Costs	\$	Estimated Project Financing	\$
Capital		Minimum applicant cash equity <ul style="list-style-type: none"> • 10% regular requirement • Could be higher for some businesses • Youth applications could include in-kind 	
Land			
Building			
Equipment			
Inventory		Aboriginal Business Canada assistance	
Other (specify)			
		Other government assistance (please list)	
Operating			
Insurance			
Utilities		Commercial financing	
Other (specify)			
Marketing		Other financing	
Business Support			
Other (specify)			
Total estimated project Costs		Total estimated project financing	

Contact Information for Sources of Financing (attach additional contacts if necessary)

Aboriginal Business Canada:

Name _____ Phone Number: _____ Email address: _____

Company /Bank/Government _____:

Name _____ Phone Number: _____ Email address: _____

Business RegistrationNo ☐ Yes ☐ Business registration # _____**Corporation:**No ☐ Yes ☐ Incorporation # _____ Legal Name _____

3. DECLARATION OF APPLICANT

I/We certify that all the information given by me/us in this application and attachments is true and accurate to my/our knowledge.

I/We verify receipt of the attached 'Criteria for NADF Loans' and 'Fee Structure effective September 1, 2001' and agree to be bound by the terms and conditions contained therein.

I/We authorize the duly appointed representatives of Nishnawbe Aski Development Fund to obtain information from and share with persons or organizations, public or private, any information necessary, including credit information about me from Employers, Band, Credit Bureau, or any person in connection with my dealings, to complete assessment of this request for financing.

I/We authorize the duly appointed representatives of Nishnawbe Aski Development Fund to share my (our) name, phone number, business registration number, and email address with third party service providers (who are required to safeguard the handling of this information under the Personal Information Protection and Electronic Documents Act (PIPEDA) and/or the Privacy Act) for statistical, research and evaluation purposes for programs funded by FedNor, Indian and Northern Affairs of Canada or other government departments.

_____ Signature of Applicant/Borrower #1	_____ Date
_____ Signature of Applicant/Borrower #1 - Spouse	_____ Date
_____ Signature of Applicant/Borrower #2	_____ Date
_____ Signature of Applicant/Borrower #2 - Spouse	_____ Date



NISHNAWBE ASKI DEVELOPMENT FUND

106 Centennial Square, 2nd Floor
Thunder Bay, ON P7E 1H3
Phone: 800-465-6821 Facsimile: 807-622-8271

FEE STRUCTURE (effective September 1, 2001)

Non-Sufficient Funds (Returned Cheque/Pre-authorized Debit) Fee - \$20

Loan Application Fees - Youth - \$100
- Regular - \$150

Loan Administration Fees ó 2.5% of approved loan

Annual Renewal Fees - Youth - \$100
- Regular - \$250

Monitoring Fees ó Risk rated loans - \$75/month for a minimum of 12 months,
reviewed annually

Default Loan Fees - Youth - \$250
- Regular - \$500

Default Loan Monitoring - \$150/month commencing 30 days after default
and applied monthly until out of default

Default Loan Interest Premium ó 6% over base rate, commencing 30 days after
default and applied monthly until out of default

CRITERIA FOR LOANS

NISHNAWBE ASKI DEVELOPMENT FUND BUSINESS LOANS (Regular and Youth)

1. Applications shall be submitted with an application fee: \$100 for Youth (35 and under) and \$150 for Regular (36 and over) (Partnerships are to be charged the higher applicable fee: e.g. two youth \$100; one youth and one regular \$150).
2. The applicant shall be Aboriginal: Status (Nishnawbe Aski Nation, Treaty 3, Robinson-Superior/Treaty 1850), Non-Status or Métis.
3. Any loan or the aggregate amount of loans made to any one entity or related entities shall not exceed the limits established by the Fund.
4. The Applicant shall supply all the financial, business and personal information required to assess the application. If an application is accepted for consideration, NADF may request a business plan and other information in order to assess the financing request. If financing is approved, any changes to the business plan shall first receive the written approval of a NADF representative.
5. Loans shall bear interest at a percentage determined by NADF through assessment of the project's risk and calculated by the compound interest method.
6. Loans shall be open and may be repaid at any time in whole or in part without any notice or penalty.
7. Repayment of loans shall be made by pre-authorized payment from the Borrower(s)'s bank account unless another method is prior approved by the NADF in writing.
8. Security to be given by the Borrower(s) to the NADF shall include but not be restricted to mortgage, chattels, equipment and vehicles; General Security Agreement registered through the Personal Property Security Act; a personal guarantee of the borrower(s) if the business is incorporated; a Band Council Resolution for access to the First Nation if the business is on-reserve or within traditional territory; and, a Band Council Resolution guarantee if the business is First Nation-owned.
9. The borrower shall insure all assets pledged or secured and shall have the NADF recorded as Loss Payable in policies of insurance subject to the term of the Standard Mortgage Clause of the Insurance Bureau of Canada.
10. The borrower shall pay an administration fee (separate from the application fee). This fee is usually added to the approved loan but could be paid in advance. The administration fee payable on loans shall be 2.5 percent of the amount of the loan with a minimum of \$250.00.
11. The Borrower shall provide to the NADF financial statements of the business carried on by the Borrower on a monthly basis and after the Borrower's fiscal year end and such interim financial statements and such other financial information as the NADF requests in writing from time to time within the time period specified in such request.
12. If a loan is approved, the funds will only be disbursed after all terms and conditions of the Letter of Offer are met by the Borrower.
13. See attached Fee Structure which applies to all loans.
14. The borrower acknowledges that the loan granted herein is to be repaid in full on the terms and conditions set out herein and that no part of the principal amount loaned to the Borrower or interest accruing on it are a grant or a forgivable loan.

PERSONAL FINANCIAL STATEMENT Print Name: _____

Contact/Phone # _____ Bank: _____ Transit # _____ Account # _____

ASSETS	\$	LIABILITIES	\$
Cash/Bank balances (confirmation required)		Charge account balances	
Real Estate (attach tax assessment for each property)		Mortgages	
Equipment		Loans outstanding	
Vehicles		Vehicles' financing	
Other (specify)		Other (Specify)	
Other investments			
Total Assets (A)		Total Liabilities (B)	
		NET WORTH (A)-(B)	

Real Estate Properties (list below if more than one property)

List for each location, estimated value and outstanding balance of mortgage

_____	_____
_____	_____

Equipment (list all equipment individually below)

Describe each piece and provide estimated value and amount owing

_____	_____
_____	_____

Vehicles (list below if more than one vehicle)

List for each make, model, estimated value and amount owing

_____	_____
_____	_____

Other (list the other assets owned and provide estimated value and amount owing for each)

_____	_____
_____	_____
_____	_____
_____	_____

Insurance (List any life, disability, property, liability insurance you have and contact info)

_____	_____
_____	_____
_____	_____