



COVID-19 Response Fund

APPLICATION FOR FUNDING

How to apply:

1. Complete and sign the Financing Application and Attestations.
2. Consult the Supporting Documentation Checklist at the back of the form for a list of required supporting documentation.
3. Email completed application and supporting documentation or application related questions to:

tross@southlakefutures.ca

APPLICANT INFORMATION		
1. Legal name of Applicant *		
(a) Is operating name same as legal name? *	Yes	No
(b) Operating name (if different from legal name)		
(c) Type of Organization *		
2. Is the Applicant a subsidiary? *	Yes	No
If yes, identify the parent entity and its location (City/Country): *		
3. Business Number *		
Must be 9 digits		
4. Indicate the nature of your organization. *		
5. Provide a brief overview of your business/organization's history, including ownership and management team, major products and/or services. * (maximum 1,500 characters)		
6. Please identify if your business is located in South Lake Futures catchment area.		

(a) Applicant Location: Street, Unit Number, etc. *			
City*	Province*	Country	Postal Code*
7. Website	Facebook	Linked In URL	
8. Are you affiliated with any business association? Yes No		If yes, what association?	
9. Does your business operate in the Tourism Sector?		Yes	No
10. Date to Incorporation to Business Registration Date or Date of Incorporation			
11. Your organization's fiscal year end: *			
12. Number of full-time employees in Canada: *			
Number of full-time employees outside of Canada:			
AUTHORIZED ORGANIZATION CONTACT			
13. First Name *		Last Name *	Title *
Business Telephone Number *		Extension	Email*
FINANCIAL CONTACT WITHIN ORGANIZATION IF DIFFERENT FROM OWNER			
14. First Name *		Last Name *	Title *
Business Telephone Number *		Extension	Email*

COVID-19

15. Has your organization applied for or received any federal or provincial funding in the last year, including any recent COVID-19 economic measures? * Yes No

Select from the drop-down box below to indicate the COVID-19 measure or select other for programs not listed.

Measure / Program Name	Amount Requested	Status of Funding

16. Is your organization (or organizations you support) experiencing undue Hardship due to the impacts of the COVID-19 pandemic? * Yes No

If yes, please detail the hardship that you (or the organizations you support) are experiencing:
(maximum 2,500 characters)

a. Was your business successful in obtaining any of the support measures applied for?

Yes No

b. If you did not apply for other support, what is the reason the business has not applied for other supports?

Not eligible Not previously required

c. Does the business have access to other forms of credit at this time?

Yes No

d. Has your business completely ceased operations as a result of the COVID-19 pandemic?

Yes No

e. If yes, when was the business closed?

(YYYY-MM-DD)

f. If no, are business operations reduced?

Yes No If yes by how much? %

g. How many employees does the business normally employ on a full-time equivalent basis?

h. Has the business laid off staff in response to the COVID-19 pandemic?

Yes No

If yes, how many staff have been laid off? (please state as full-time equivalent positions)

i. cash reserves less than projected expenses over the next 30-120 days?

Yes No

j. Are the Owner(s) foregoing salaries to cover payroll or expenses?

Yes No

Quantifying the Impact		Number of Full-Time Equivalent Jobs Impacted	Number of organizations impacted (If applicable)
17. With this financial support being requested, are you attempting to avoid layoffs in your organization (or organizations you support)? *	Yes No		
18. With this financial support being requested, are you attempting to avoid bankruptcy in your organization (or organizations you support)? *	Yes No		
19. Is your organization at risk of permanently closing within the next 30 days? *		Yes	No
20. With this financial support being requested, are you attempting to avoid permanently closing your organization (or organizations you support)? *		Yes	No

FINANCIAL INFORMATION

21. Amount being requested (\$5,000-\$20,000):*			
Based on Your Fiscal Year	Jan-Apr 2020	Jan-Apr 2019	Fiscal Year 2019
Total Revenues from all sources *			
Net Income/Loss *			
Net Income/Loss *			
Long-Term Assets *			
Long-Term Liabilities *			
Operating Expenses *			
Interest Charges *			
22. Is your company pre-revenue? *		Yes	No
Has your company raised angel or venture capital investment?		Yes	No
Please identify the investor and the amount:			
23. Is your organization currently in arrears on any outstanding debt? *		Yes	No
<i>Please identify the source and amount (maximum 250 words)</i>			
24. What will the requested funding be used for? *(maximum 200 characters)			

25. Please describe the main activities that you will undertake with the requested financial support and outline the objective(s) of the funding. *
(maximum 1,000 characters)

26. Are any of the proposed activities expected to occur on federal lands? *

Yes

No

ESTIMATED TOTAL ANNUAL OPERATING COSTS

27. Please identify your organization's total annual operating costs below. *

Cost (maximum 50 characters)	Total Costs 2020-2021
Utilities	
Insurance	
Bank Interest Charges	
Professional Fees	
Rent	
Wages	
Property Taxes	
Other	
Total Cost	

RESULTS

Economic Benefits

28. Please estimate the number of full-time equivalent jobs to be maintained as a result of this funding: *

29. I/We hereby attest, represent and warrant that:

- a) The Applicant operates in East Gwillimbury, Georgina, or Brock Township, and has a direct impact on the local economy
Yes No
- b) The Applicant has been in operation at minimum since March 1, 2020
Yes No
- c) The Applicant was solvent, viable and had not declared bankruptcy prior to the COVID-19 crisis
Yes No
- d) All information provided in this application is true and as accurate as possible based on currently available information
Yes No
- e) The Applicant meets all government regulations and has obtained all licenses required to operate
Yes No
- f) The Applicant is not engaged in operations or processes that require the disposal or treatment of industrial wastes or by-products that could contaminate soil or groundwater
Yes No
- g) The Applicant attests that conventional financing was unavailable for the purpose of this application and the applicant has been unable to obtain such assistance
Yes No

EQUALITY AND DIVERSITY

30. The Government of Canada recognizes that many under-represented groups face unique economic challenges and may be disproportionately affected by the COVID-19 crisis. Filling in the following sections may have a bearing on how South Lake Futures makes a determination on funding decisions. If your organization does not meet the definitions provided or you do not wish to declare your status, leave the fields blank.

	If applicable, please indicate if your organization is led or majority led by one or more of the following under-represented groups:	If applicable, please indicate if your organization will influence any of the following federal inclusive growth priorities:
Women		
Indigenous Peoples		
Members of Official Language Minority Communities		
Youth		
Persons with Disabilities		
Newcomers to Canada		
Visible Minorities		
LGBTQ2+		
Other (maximum 200 Characters)		

Please explain how your organization will influence the federal inclusive growth priorities identified above. (maximum 500 characters)

31. Applicant must provide the following documentation to accompany this application:

- Master Business License or Incorporation documents
- Last CRA Source Deductions and HST Statement
- Corporate Tax CRA form T2, or Personal Income Tax Forms and Notice of Assessment for last year filed
- 2018 and 2019 Income Statement and Balance Sheet for year end, any in-house 2020 year to date statements
- Personal Identification for Owner, preferably a Driver's License and Canadian Passport
- Lease Agreement, when applicable

Other attachments are permitted as supporting information, but not as replacements for responses to the questions on the application form.

Please confirm that the mandatory documentation, as described above, is attached to this application. *

Yes

DISCLOSURE AND RELEASE STATEMENT

THE APPLICANT UNDERSTANDS AND AGREES THAT:

- a) The applicant is responsible for payment of all charges relative to the preparation, execution and registration of documents that may be required by the CFDC or its solicitors;
- b) The terms and conditions of any financing which may be authorized will be set forth in a Letter of Offer, for agreement and acceptance by the Applicant;
- c) The statements made herein are for the express purpose of obtaining financing from the CFDC and are, to the best of the Applicant's knowledge and belief, true and correct. The Applicant understands that additional information in support of this application must be supplied to the CFDC, if requested, before adequate consideration can be given to this application. The Applicant realizes that any present or future indebtedness of the Applicant, or the Applicant's business, to the CFDC may become due and payable if a ny information provided by the Applicant to the CFDC proves to be inaccurate or incomplete;
- d) In applying for this financing and, in the event that the CFDC approves such application, the Applicant's personal and confidential business information will be requested from the Applicant and/or collected from third parties that have information about the Applicant's business and personal financial status for the purposes of determining the Applicant's eligibility for financing and reporting to the Federal Economic Development Agency for Southern Ontario (FedDev Ontario).

DISCLOSURE, RELEASE, AND WAIVER OF LIABILITY

- a) The Applicant acknowledges that he or she approached the CFDC to obtain information about business and has, or is preparing a business plan.
The Applicant acknowledges that he or she is solely responsible for the success or failure of his/her business, and that any information which is provided to the Applicant by representatives of the CFDC is for the Applicant's understanding only. It is the Applicant's responsibility to verify the accuracy of such information or to seek additional information concerning any aspects of the Applicant's proposed business.
- b) The Applicant further agrees to hold the CFDC, its employees, volunteers, representatives, and agents harmless and hereby releases and discharges the CFDC from any actions, damages, claims or demands which may arise, directly or indirectly, as a result of any act or omission by the CFDC in providing information to the Applicant, and to indemnify the CFDC from any such actions, damages, claims or demands which might be suffered by the Applicant's business or any guarantor in connection with any such information, the Applicant's participation in any and all of the CFDC's services, or non-compliance with Federal and Provincial laws and regulations.
- c) The Applicant acknowledges that he or she is solely responsible for the hiring, employment, dismissal, and all related matters with respect to persons employed as well as contractual arrangements with individuals or firms.
- d) The Applicant acknowledges that he or she is responsible for payment of all legal fees, property appraisals, and other costs or expenses incurred in connection with this application and, in the event that the CFDC approves funding, the completion of the transaction.

ENVIRONMENT DECLARATION

The Applicant and, if applicable, the Guarantor(s):

- a) Are operating their business in conformity with all environmental legislation;
- b) Confirm that their assets, including real estate, comply with all environmental legislation;
- c) Have not used their assets in violation of environmental laws and no proceedings are underway, nor have any notice(s) been received concerning any alleged violation(s) of environmental laws;
- d) Have not given a waiver concerning any compliance and/or violation of environmental laws to the prior

owners of their assets;

- e) Warrants that any environmental issues or concerns as known to the Applicant and/or the Guarantor(s) have been disclosed to the CFDC, and that activities, as required, are in compliance with all applicable legislation, including the Canadian Environmental Assessment Act and the Canadian Environmental Protection Act.

COLLECTION, USE, AND DISCLOSURE OF PERSONAL AND BUSINESS INFORMATION

- a) The Applicant acknowledges that, as the operation of the CFDC is financially supported by the Government of Canada, representatives of the Federal Economic Development Agency for Southern Ontario (Fed Dev Ontario) are permitted access to the files of the CFDC for monitoring and evaluation purposes and that the Applicant may be contacted by representatives of FedDev Ontario, such information as is acquired by the Ministry will be treated as confidential.
- b) The Applicant acknowledges that, any recipient of the CFDC's services shall assist in completing any evaluation of the outcomes and impacts (current or in the future) that result from obtaining services from the CFDC. A representative of the Federal Economic Development Agency for Southern Ontario, or a consultant obtained on their behalf, may contact you or your business to gather pertinent information to provide an evaluation of the impact of the CFDC's services and to request your cooperation to ensure a successful outcome. The Applicant is assured that all information will remain confidential.
- c) The Applicant acknowledges that this application and other personal information may be retained by the CFDC whether or not any transaction is ultimately completed.
- d) The Applicant acknowledges receipt of the CFDC's Privacy Statement and hereby consents to his or her personal and business information being collected, used, retained, and disclosed by the CFDC for the limited purposes as set out above. The Applicant further understands that under Federal privacy law, he or she has access to the information held by the CFDC and knows to refer to the CFDC's Privacy Policy or contact the Chief Privacy Officer if a question or concern arises about the handling of the Applicant's personal information.
- e) The Applicant further understands and consents to the CFDC publicizing the Applicant's business venture if the Applicant is successful in obtaining financing from the CFDC, which may or may not include personal information such as the name of the Applicant and name of the business.

If approved for this financing, recipients attest that if they receive assistance in the future under the CEBA (or any other program) that they will notify South Lake Futures immediately.

I/we have read and understand the Disclosure and Release Statement, Environmental Declaration, and the Collection, Use, and Disclosure of Personal and Business Information.

Yes No

Signature *

Name of Officer with Signing Authority for the Organization *

Title *

Date *

Statement of Personal Assets and Liabilities (To be completed for each shareholder, partner, and guarantor)	
Full Name	
Date of Birth (YYYY/MM/DD)	
SIN (Optional)	
Relationship to Applicant (Spouse/Shareholder/Guarantor)	
Address (Street and Number, City, Postal Code)	
Do you own or rent your home?	
Home Phone	
Cell Phone	
Work Phone	
Marital Status (Married/Single/Separated/Divorced):	
Employer	
Position	
Years at Employer	
Annual Salary/Wage	
Other Income Source	
Other Income Amount	
Spouses Income (if applicable)	
Bank(s) or Credit Union (Name and Address)	

Real Estate Owned			
Address 1			
Fair Market Value		Original Purchase Price	
Outstanding Mortgages		Original Purchase Date	
Address 2			
Fair Market Value		Original Purchase Price	
Outstanding Mortgages		Original Purchase Date	

Statement of Net Worth				
Assets (Bank, personal and business assets, investments, Invested in Business)		Liabilities (Loans, mortgages, rent, outstanding credit card balances, lines of credit)		
Item	Value	Item	Value	Monthly Payment
Total	\$		\$	\$

Disclosure and Release Statement for Personal Assets and Liabilities Statement

To: SOUTH LAKE COMMUNITY FUTURES DEVELOPMENT CORPORATION (the "Corporation")

1. I, hereby certify that the information in this Statement of Personal Assets and Liabilities is a complete and true declaration. The property values shown above are the fair market values of the properties and the amount of debts is the total potential indebtedness (inclusive of any other loans, credit cards, or other debts for which I have signed as a guarantor).
2. I confirm that if any statement I have made herein or in accompanying materials proves to be incorrect in any way, I shall notify the Corporation immediately.
3. I authorize the Corporation to obtain personal credit information about me from any source. By executing this statement, I acknowledge as notice in writing, the Corporation's intent to obtain this information and I authorize each source to provide this information to the Corporation.
4. I understand and agree that in order to perform a credit investigation, I need not provide my Social Insurance Number ("SIN") if I can provide alternative identification that is acceptable to the credit reporting agencies. If I do provide my SIN, I consent to the Corporation using this information for the limited purpose of performing a credit investigation.
5. I authorize the Corporation to retain this Statement of Personal Assets and Liabilities and any financial records, credit and reference reports for the Corporation's records and reporting to Industry Canada who oversees the Community Futures Program.
6. I confirm receipt of the Corporation's *Privacy Statement* and understand and consent to the Corporation collecting, using, retaining and disclosing the information contained in this Statement of Assets and Liabilities for the limited purpose of determining my eligibility for financing as is required by law, and by Industry Canada. I understand that the Corporation will handle my personal information in strict confidence in accordance with Federal privacy law as set out in the Corporation's *Privacy Policy*. If I have any questions or concerns about the management of my information, I may refer to the *Privacy Policy*, available at www.southlakecfdc.org or contact the Chief Privacy Officer.

Yes or No

I am currently the subject of litigation before a court, tribunal, government board or agency, or there is a threat of such litigation. There are unexecuted judgment(s) registered against me, such as:

_____ I have made an assignment or have been petitioned into bankruptcy; there are writs registered against my name. If yes, provide details:

_____ I certify that I am a Canadian Citizen or Landed Immigrant.

Have you ever had an asset re-possessed?

Do you owe any property taxes (as applicable) or personal income tax for prior years? If yes, provide details:

_____ Have you ever been the Principal or Guarantor of a business that filed for bankruptcy?

DATED AT _____ THIS _____ DAY OF, 20__

Witness Signature

Applicant Signature