



Société de développement communautaire  
**Kirkland & District**  
Community Development Corporation  
Une Société d'aide au développement des collectivités  
A Community Futures Development Corporation



## In Take Sheet

### Language

French

English

### Project Type

Start up

Expansion

Other

<u>Business Information</u>	
Business Name	
Business Address	
City/ Town	
Postal Code	
Phone Number	
Fax Number	
Email	

<u>Owner Information</u>			
	Owner 1	Owner 2	Owner 3
First Name			
Last Name			
Percentage of Ownership			
Address			
City/Town			
Postal Code			
Home Phone Number			
Cell Phone			
Email			

<b>Project Financing</b>			
Source of Funds	Amount (\$)	Use of Funds	Amount (\$)
Community Futures Loan	\$	Purchase Equipment	\$
Owner 1	\$	Purchase Vehicles	\$
Owner 2	\$	Purchase Inventory	\$
Owner 3	\$	Purchase Land/Building	\$
Bank Loan	\$	Professional Fees	\$
Bank Line of Credit	\$	Advertising	\$
Friends / Family	\$	Leasehold Improvements	\$
Equipment Lease	\$	Debt Consolidation	\$
Vehicle Lease	\$	Working Capital	\$
	\$	Licenses	\$
	\$		\$
	\$		\$
	\$		\$
Total Source of Funds	\$	Total Use of Funds	\$

**Industry sector:**

Manufacturing

Telecommunication & Information technology

Biotechnology

Wholesale & distribution

Transportation

Business & Professional service

Agriculture, forestry, mining & fisheries

Construction

Tourism, accommodations & recreation

Retail & food services

Other \_\_\_\_\_

**How did you hear about KDCDC?**

Friend /Relative	Website Lender	Government Office	Business Resource Centre	Event/ Tradeshow Other
Information session	Professional			

**Project Summary**

1. A brief description of your business startup idea or expansion plan.

2. Outline your experience and or education with respect to your business and how it relates to this project.

3. Summarize the key activities of the proposed/ expanded business.

4. Briefly explain your target market, typical client and market strategy.

5. Briefly explain what funds being requested will be used for.

6. Briefly explain what your investment and security will be for this project.

This information will provide us with concept of business idea, note additional or supporting documents may be required such as

- Financial Projections
- Cash Flow
- Personal Statement of Finance Affairs
- Full Business Plan
- Other information as needed