

INVESTMENT APPLICATION FORM

Form consists of five (5) pages, please read and answer all the questions. You can attach additional pages if space provided is insufficient.

A. COMPANY OVERVIEW

1 Legal Name of Business

Business Name (if different)

Mailing Address

2 Person to whom enquires may be directed:

Name: _____

Title or position held in business: _____

Phone: _____ (Business.) _____ (Home)

Fax: _____ Email: _____

3 Select your business structure (check only one):

<input type="checkbox"/> Incorporated	<input type="checkbox"/> Sole proprietor	<input type="checkbox"/> Partnership
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4 What portion of the business is owned by a Black-Nova Scotian(s)?

_____ %

5 Where is the business head office located?

- 6 Tick the life-cycle stage of your business's primary service or product below **and** identify the code from Appendix 1 on page 5 the industry your company belongs to.

<input type="checkbox"/> Emerging	<input type="checkbox"/> Growing	<input type="checkbox"/> Maturing	<input type="checkbox"/> Declining
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Industry Code: _____

- 7 On a separate piece of paper, briefly respond to the following questions:
- (a) Describe your business's products/services.
 - (b) Who are your competitors?
 - (c) What are the factors that make your company successful?

- 8 Provide your business Professional References:

	<u>Name of Firm/Agency</u>	<u>Contact Person</u>	<u>Telephone</u>
Consultant	_____	_____	_____
Financial Institution	_____	_____	_____
Accountant	_____	_____	_____
Lawyer	_____	_____	_____

B. FINANCIAL OVERVIEW: HISTORY AND PROJECTIONS

- 9 How long have you been in business?

- 10 When is your fiscal year-end?

- 11 What is the current dollar size of the industry in which the business operates in Nova Scotia?
\$_____
- 12 What were your average annual revenue/sales over the past three fiscal years?
- | | |
|-------------|---------|
| Past year | \$_____ |
| 2 years ago | \$_____ |
| 3 years ago | \$_____ |

13 What was your net income over the past 3 fiscal years?

Past year \$ _____

2 years ago \$ _____

3 years ago \$ _____

14 What do you expect the average annual sales growth to be over the next 3 years?

_____ %

15 Indicate how you would allocate any financial investment you receive to the following areas of your business to achieve your projected average annual sales growth target. (Note: the sum of allocations, including other, should equal 100%)

- Working capital (day-to-day, month-to-month operating cost) _____ %
- Fixed costs (for equipment, building, etc.) _____ %
- Management or staff training (including certificates) _____ %
- Special marketing cost (advertisement, promotions, etc) _____ %
- Payables financing _____ %
- Debt refinancing _____ %
- Other _____ %
- Other _____ %
- Other _____ %

TOTAL 100%

16 What is the total amount of money needed to achieve your projected sales growth target?

\$ _____

17 What is your current financial structure in terms of debt/equity ratio?

_____ %

18 Select below the type of financing that is best suited for your future growth plan?

<input type="checkbox"/> Equity	<input type="checkbox"/> Subordinated Debt	<input type="checkbox"/> Equity / Subordinated Debt (mix)
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19 What is your estimate of the value of your company?

\$ _____

20 If you do not know the value of your company or are not sure what it is, are you willing to pay a professional do an evaluation?

Yes No

21 Briefly state below, any current or expected expansion plans for the business.

22 Attach copies of the following documents as part of your application:

- Financial statements for the business for each of the past three (3) fiscal years
- Income tax assessment of the business for each of the past three (3) fiscal years
- All provincial and federal industry practice certifications and permits

23 List all of documents that will be submitted in **hard** copies.

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24 List documents to be included in **electronic** form submitted with proposal, if any. (Note: All documents submitted electronically should be Microsoft Word or Excel readable format).

Document Name:

Document File Name:

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APPENDIX 1

BUSINESS TYPE

Select industry that is applicable to your business and note the code on question 6 page 2.

CATEGORY	CODE
Agriculture, Forestry, Fishing and Hunting	A
Mining	B
Utilities	C
Construction	D
Manufacturing	E
Wholesale Trade	F
Retail Trade	G
Transportation and Warehousing	H
Information Technology	I
Finance and Insurance	J
Real Estate and Rental and Leasing	K
Professional, Scientific and Technical Services	L
Management of Companies and Enterprises	M
Administrative and Support and Waste Management and Remediation Services	N
Educational Services	O
Health Care and Social Assistance	P
Arts, Entertainment and Recreation	Q
Accommodation and Food Services	R
Other Services (except Public Administration)	S
Public Administration	T