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## ***Loan Application Checklist***

- Completed Loan Application
- Business Plan
- Financial Projections
- If Existing Business, last 3 years financial statements
- To complete our loan assessment, you may be asked to provide us with the following information (where applicable)
  - Photocopy of Driver's License
  - CCRA Notice of Assessment (personal)
  - Corporate Tax Return (existing business)
  - Proof of business entity (sole proprietorship, partnership, corporation)
  - Proof of Business License (if required)
  - Proof of Business Insurance or quote for Business Insurance
  - Copy of Lease Agreement (if applicable) Copy of Trade Certificates/Licenses
  - List of all equipment/tools to be purchased with serial numbers
- Loan Approval – Administration fee of \$750.00 is due