



Regional Relief and Recovery Fund APPLICATION FOR FUNDING

APPLICANT INFORMATION			
1. Legal name of Applicant (SME) *			
(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 (HST) *			
Must be 9 digits			
4. Select from the drop-down box below to 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. *(Please note character max is 600, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)			
6. Please identify if your business is located in Trenval's catchment area. *			
(a) Applicant Business Location: *			
Street, Unit #, etc.*			
City*	Province	Country	Postal Code*
(b) Applicant Personal Residence: Street, Unit Number, etc.*			
Street, Unit #, etc.*			
City*	Province:*	Country:	Postal Code*
(c) Applicant Date of Birth *		(d) SIN Number (optional)*	
7. Website		Facebook	Linked In URL
8. Are you affiliated with any business association?		If yes, what association?	
Yes No			

9. Official Language Preferred for Correspondence *		English	French
10. Date of Incorporation to Business Registration 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 *	
Business Telephone Number *		Extension	Email*
FINANCIAL CONTACT WITHIN ORGANIZATION IF DIFFERENT FROM OWNER			
14. First Name *		Last Name *	
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? *			
If yes, please complete #16		Yes	No
16. Select from the drop-down box below to indicate the COVID-19 measure or select other for programs not listed. Recipients of funding from other federal relief measures may not be eligible for funding under the Regional Relief and Recovery Fund.			
Measure / Program Name		Amount Requested	Status of Funding
17. 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. (Please note character max is 1200, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)			

18. Has your organization or organizations had to close due to a public health request or COVID-19 measures? *				Yes	No
If yes, specify the date that your organization closed:					
If you were closed, but have since reopened, please specify date of re-opening:					
Quantifying the Impact			Number of Full-Time Equivalent Jobs Impacted	Number of organizations impacted (If applicable)	
19. With this financial support being requested, are you attempting to avoid layoffs in your organization (or organizations you support)? *	Yes	No			
20. With this financial support being requested, are you attempting to avoid bankruptcy in your organization (or organizations you support)? *	Yes	No			
21. Is your organization at risk of permanently closing within the next 32-90 days? *				Yes	No
22. With this financial support being requested, are you attempting to avoid permanently closing your organization (or organizations you support)? *				Yes	No
23. Are you requesting a funding amount that is greater than \$40,000? *				Yes	No

FINANCIAL INFORMATION			
Based on Your Fiscal Year	Jan-Oct 2020	Jan-Oct 2019	Fiscal Year 2019
Total Revenues from all sources *			
Net Income/Loss *			
Long-Term Assets *			
Long-Term Liabilities *			
Operating Expenses *			
Interest Charges *			
24. Is your company early stage? (ie. Pre-revenue *			
Yes No			
Has your company raised angel or venture capital investment?			
Please identify the investor and the amount:			
(Please note character max is 350, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)			
25. Is your organization currently in arrears on any outstanding debt? * Please identify the source and amount (Please note character max is 250, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)			
Yes No			
26. What will the requested funding be used for? *			
(Please note character max is 200, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)			

27. Please describe the main activities that you will undertake with the requested financial support and outline the objective(s) of the funding. *(Please note character max is 600, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)

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

Yes

No

ESTIMATED TOTAL ANNUAL OPERATING COSTS

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

Cost	Total Costs 2020-2021
Utilities	
Insurance	
Bank Interest Charges	
Professional Fees	
Rent	
Wages	
Property Taxes	
Other	
Total Cost	

RESULTS

Economic Benefits

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

EQUALITY AND DIVERSITY

31. 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 Treenval 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		

Please explain how your organization will influence the federal inclusive growth priorities identified above.
(Please note character max is 1400, additional information may be cut off. To provide additional information please submit as a separate attachment or call 613-961-7999)

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

- Historical financial statements for the last 2 years; or internally prepared financial statements
- Most recent interim financial statement
- Master Business License or Incorporation documents
- Government issued photo ID including passport and drivers license

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

I certify that I am a Canadian Citizen or Canadian Permanent Resident	Yes	No
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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:

- 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;
- 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;
- 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 any information provided by the Applicant to the CFDC proves to be inaccurate or incomplete;
- 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.

<p>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.</p> <p>I/we have read and understand the Disclosure and Release Statement, Environmental Declaration, and the Collection, Use, and Disclosure of Personal and Business Information.</p> <p>Yes No</p>	
Name of Officer with Signing Authority for the Organization *	Title *
Date *	

DISCLOSURE AND RELEASE STATEMENT

- 1) I authorize the CFDC to obtain personal credit information about me from any source. By executing this statement, I acknowledge as notice in writing, the CFDC's intent to obtain this information and I authorize each source to provide this information to the CFDC.
- 2) If a loan is received from the CFDC, I further authorize the CFDC to obtain personal credit information about me or my business from any source for the duration of my indebtedness to the CFDC. By executing this statement, I acknowledge as notice in writing, the CFDC's intent to obtain this information and I authorize each source to provide this information to the CFDC.
- 3) 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 CFDC using this information for the limited purpose of performing a credit investigation.
- 4) I authorize the CFDC to retain this Statement of Personal Information and any financial records, credit and reference reports for the CFDC's records and reporting to Federal Economic Development Agency for Southern Ontario (FedDev Ontario) who oversees the Community Futures.

I have read and understand the above Disclosure and Release Statement, and Collection, Use and Disclosure of Personal Information.

I acknowledge that the CFDC will be using this document in relation to one or more loan applications in which I have an interest and certify that the information reported in this document is true, accurate and complete and acknowledge that the CFDC will be relying on the information. If untrue, inaccurate, or incomplete information is provided, the CFDC may at its discretion decline any Application or, if a loan has already been granted, may cease disbursement of funds and demand the full repayment of loan proceeds already disbursed.

DATED:

Signature of Applicant