



**APPLICATION FOR FINANCIAL ASSISTANCE**

**(For individuals or privately held companies)**

**A. APPLICANT INFORMATION**

- Legal name of applicant (company or person applying): \_\_\_\_\_
- Applicant legal status:
  - Sole Proprietorship       Partnership       Corporation
  - Cooperative       To be incorporated       Other (describe): \_\_\_\_\_
- Trade name (if applicable): \_\_\_\_\_
- Physical address of business: \_\_\_\_\_
- Town or City: \_\_\_\_\_ Province: \_\_\_\_\_
- Postal code: \_\_\_\_\_ Phone: \_\_\_\_\_
- Contact person: \_\_\_\_\_ Title: \_\_\_\_\_
- Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**B. COMPANY INFORMATION**

- Industry description: \_\_\_\_\_
- Number of years in business: \_\_\_\_\_
- Current list of shareholders (attach a separate sheet if additional space is needed):

| No. | Name | Ownership % | Class of shares |
|-----|------|-------------|-----------------|
| 1   |      |             |                 |
| 2   |      |             |                 |
| 3   |      |             |                 |
| 4   |      |             |                 |
| 5   |      |             |                 |

- Current list of officers (attach a separate sheet if additional space is needed):

| No. | Name | Position | Years with Business |
|-----|------|----------|---------------------|
| 1   |      |          |                     |
| 2   |      |          |                     |
| 3   |      |          |                     |
| 4   |      |          |                     |
| 5   |      |          |                     |

- Business advisors (names and telephone numbers):

1. Banker / lender: \_\_\_\_\_
2. Accountant: \_\_\_\_\_
3. Lawyer: \_\_\_\_\_

**C. ASSISTANCE REQUESTED**

- Project location (town, city or village): \_\_\_\_\_
- Amount requested: \$ \_\_\_\_\_
- Type of assistance requested: \_\_\_\_\_
- Description of the project and purpose of the financial assistance being applied for: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- Project start date: \_\_\_\_\_ Project completion date: \_\_\_\_\_

- Provide the sources and use of all funds to be expended over entire course of proposed project (attach a separate sheet if additional space is needed):

| Source             | Amount          |  | Use                       | Amount          |
|--------------------|-----------------|--|---------------------------|-----------------|
| _____              | \$ _____        |  | _____                     | \$ _____        |
| _____              | \$ _____        |  | _____                     | \$ _____        |
| _____              | \$ _____        |  | _____                     | \$ _____        |
| _____              | \$ _____        |  | _____                     | \$ _____        |
| _____              | \$ _____        |  | _____                     | \$ _____        |
| <b>Total funds</b> | <b>\$ _____</b> |  | <b>Total project cost</b> | <b>\$ _____</b> |

**D. INFORMATION REQUEST**

- Has funding for this project been requested from other government sources?  YES  NO

If yes, please describe from which Department or Agency: \_\_\_\_\_

- Details of any previous financial assistance received from the Province over the past 5 years are:

| Department or Agency | Amount (in \$) | Year |
|----------------------|----------------|------|
|                      |                |      |
|                      |                |      |
|                      |                |      |
|                      |                |      |

- International Activities - applicant/guarantor(s) must declare if they presently have, or expect to have in the next twelve months, operations, export or import activities in any of the countries listed under the link below:  
[https://www.international.gc.ca/world-monde/international\\_relations-relations\\_internationales/sanctions/current-actuelles.aspx?lang=eng](https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/current-actuelles.aspx?lang=eng)

- YES  NO

If the box “Yes” is checked, provide the complete list of those countries:

\_\_\_\_\_

\_\_\_\_\_

**E. REPRESENTATIONS, AUTHORIZATION AND CONSENTS**

**Consents** - The applicant and if applicable, the guarantor(s), for themselves and their respective directors and officers, if incorporated (each corporation declaring, where applicable, that it has obtained the consent of these individuals to provide such consent on their behalf), hereby consent to the Department or Agency of the Province of New Brunswick receiving the application for financial assistance:

- 1) collecting personal and commercial information (“Information”) from such persons, firms, corporations, government authorities, institutions or agencies (“Third Parties”) and authorizes those Third Parties to disclose the Information to the Department or Agency and making any inquiries deemed necessary with such Third Party in order to reach a decision on any financial assistance application made and for the continuing administration of any assistance granted;
- 2) exchanging reasonably necessary Information, for the purposes of evaluating the application, with another Department or Agency of the Province of New Brunswick or the Federal Government, financial institutions or financial partners for any project under consideration;
- 3) sharing Information with credit agencies for credit history analysis and external agencies for background checks by a Department or Agency of the government of the Province of New Brunswick or other institutions;
- 4) access the project site by the Department or Agency to verify that the project will be undertaken and completed in accordance with the terms outlined in this application; and
- 5) sharing Information with legal authorities in case of fraud or suspected fraud; or with financial institutions (a) to

prevent or control fraud; or (b) when there is a breach of any financing agreement.

**Legal and Financial** - The applicant and if applicable, the guarantor(s), or the applicant's/guarantor's partners or shareholders, as the case may be, either declare the following statements are true and/or disclose with appropriate details at the bottom of this form any statement that cannot be true:

- 1) comply with any and all applicable Provincial and Federal laws and regulations;
- 2) have no material<sup>1</sup> undisclosed litigation, legal action, suit or claim pending, underway or looming, nor any proceedings before any court, tribunal, government board or agency now underway or looming, and there is no unexecuted judgment rendered against them;
- 3) are not in default under any material contracts to which they are a party or that affect the applicant's/guarantor's business or assets;
- 4) are not in arrears in the payment of any income, business or property taxes, GST, HST, sales tax, payroll deductions, etc.;
- 5) have not been declared bankrupt under bankruptcy proceedings (discharged or undischarged) and have not been the subject of other insolvency proceedings or proposals;
- 6) confirm that there has been no material worsening in the financial position or operations of the applicant/guarantor(s) since end date of the last fiscal year of the applicant/guarantor(s) for which a balance sheet and income statement have been provided;
- 7) confirm that the individual or company has the financial ability to carry out the proposed project;
- 8) confirm that the individuals, company, related companies or individuals having control of the company were not involved in past defaults on government financial assistance with the Province of New Brunswick unless such information has been disclosed in this application;
- 9) confirm that the individuals, shareholders, directors, officers, related parties of the applicant, and any member of their immediate families are not currently, or within the last 12 months, a New Brunswick provincial official such as Deputy Minister, Executive Staff Member, a Head of Crown Corporation, on the Board of Directors of a Crown Corporation;
- 10) confirm that neither the individuals, the shareholders nor directors have been convicted of a criminal offence related to fraud or financial misappropriation;
- 11) the information and representations contained in this application form are true and correct to the best of the applicants' knowledge and belief. If the applicant is a business, then the undersigned also certifies that he/she has authority to make this application on behalf of the business; and
- 12) are not acting on behalf of, or for the benefit of, an unauthorized third party.

**Politically Exposed** – None of the individual applicants or the applicant's/guarantor's partners, shareholders, directors or officers, as the case may be, or any Family members or Close associates thereof, holds or has ever held one of the following offices or positions in Canada or, in or on behalf of a foreign country:

- 1) head of state or government in foreign country; Governor general or lieutenant governor in Canada; member of a Senate, executive council of government or a legislature; leader or president of a political party in a legislature;
- 2) deputy minister (or equivalent); ambassador or an ambassador's attaché or counsellor; military general (or higher rank);
- 3) president of a federal or provincial crown corporation or state-owned company or state-owned bank; or head of a government agency; and

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<sup>1</sup> An amount that would otherwise be disclosed on the financial statements

- 4) judge of an appeal court; mayor; head of an international organization that is established by governments or head of an institution of any such organization.
- 5) In cases where an individual applicants or the applicant's/guarantor's partners, shareholders, directors or officers, as the case may be, or any Family members or Close associates thereof has held one of the above noted positions please identify the individual and disclose appropriate information below.

For the purpose of this paragraph: "Family member" means one of the following: (i) spouse or common-law partner; (ii) child; (iii) mother or father; (iv) spouse's or common-law partner's mother or father; and (v) a child of their mother or father. "Close associate" means a person closely connected to a person listed above in (1) to (4) for personal or business reasons.

Please disclose and provide clarification regarding section E above: clarification by applicant/guarantor(s) regarding any statements, which cannot be declared true and accurate (attach and initial additional page, if needed): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name (print)

Position

\_\_\_\_\_

\_\_\_\_\_

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Please forward the completed and signed application form by mail, fax or electronically to:

Regional Development Corporation  
Chancery Place, P.O. Box 6000, Fredericton, New Brunswick, E3B 5H1  
Telephone: (506) 453-2277  
Fax: (506) 453-7988  
Email: [RDC-SDR@gnb.ca](mailto:RDC-SDR@gnb.ca)  
Website: [www.gnb.ca/RDC](http://www.gnb.ca/RDC)