Application for Financial Assistance
Tariff Working Capital Assistance Program

financepei

Section 1. – Instructions

- Application must be submitted and approved before any commitment will be made.
- Complete and submit the original application and supporting documents and retain a copy for your records.
- All sections must be completed. If not applicable, please indicate "Not Applicable or N/A".
- All the associates in a partnership are to sign this form.

Section 2. – Business Information

Legal Name (the "Applicant"):		
Business Name (if different):		
Mailing Address:		
City:	Province:	Postal Code:
Civic Address ☐ Same as Mailing Address:		
City:	Province:	Postal Code:

Contact Person Name:	Contact Person Title:
Telephone:	Facsimile:
Email:	Website:
Business Number:	In Business Since (D/M/Y):
Total Annual Sales:	Total Annual Exports Outside of PEI:
Total Number of Employees Full-Time in PEI:	Total Number of Employees Part-Time in PEI:

Nature of Business:

Business Sector:

- ☐ Agriculture
- ☐ Fisheries and Aquaculture
- ☐ Manufacturing and Processing
- ☐ Small Business
- ☐ Tourism
- ☐ Aerospace
- ☐ Bioscience
- ☐ Information Technology
- ☐ Renewable Energy
- ☐ Other_____

Type of Business:

- ☐ Incorporated
- ☐ To Be Incorporated
- ☐ Other _____
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Cooperative
- ☐ Federally Incorporated

Name of Shareholders or Partners and Percent of Ownership			
Name	%	Name	%
Name	%	Name	%

Section 3. – Financing

Existing Financing - The Applicant carries (an) account(s) with the following institution(s):

Name of Lender & Location	Type of Loan (Capital/Working Capital)	Amount Outstanding	Limit (If working capital)	Account Manager/Contact Details

Requested Financing

Type of Loan (Capital/Working Capital)	Amount	Purpose

Section 4. – Supporting Documentation

Please attach the following (Mandatory):

- ☐ Current "Statement of Personal Financial Affairs Form" for all shareholders and any proposed third party guarantors
- ☐ Accountant prepared financial statements including balance sheets, income statements for the most recent year-end available
- ☐ Interim income & expense statement and balance sheet for current year to date

Additional import/export and tariff related information will be requested upon application.

Section 5. – Representation & Warranties

The Applicant understands and agrees that the terms and conditions of any financing which may be authorized will be set forth in a letter offering financing, for agreement and acceptance by the Applicant.

The warranties, covenants and representations under this application survive and will remain true and in force. The Applicant shall ensure that the representations set forth herein remain true at all times and shall immediately notify Finance PEI if any of them are no longer accurate.

The Applicant is not in default under any material contracts to which it is a party or which affect the Applicant's business or assets, except:

The Applicant, the guarantor(s) if applicable, or their directors and officers, if incorporated have not been convicted of an offence for which a pardon has not been granted nor have any criminal record of any kind, except:

There is no litigation, legal action, suit or claim pending, in course or threatened not any proceedings before any court, tribunal, governmental board or agency now in course or threatened, and there is no unexecuted judgment rendered against the Applicant, any closely related individual or corporation, except:

The Applicant's business is operating in conformity with all environmental legislation and neither the Applicant nor the prior owners of the Applicant's assets have used them in violation of environmental laws and no proceedings have been commenced or notice(s) received concerning any alleged violation of environmental laws and no waiver has been given to the prior owners of the Applicant's assets concerning any compliance and/or violation of environmental laws, except:

There has been no material worsening in the financial position or operations of the Applicant since _____ being the end of the last fiscal year of the Applicant for which a balance sheet and an income statement have been furnished.

Name and address of Applicant's accredited accountant: _____

Bankruptcy/ Insolvency: The Applicant and the guarantor(s) if applicable (and their directors and officers, if incorporated) are not an undischarged or discharged bankrupt under bankruptcy proceedings and have not been the subject of other insolvency proceedings or proposals, except:

Taxes: The Applicant (and its directors and officers, if incorporated) is not in arrears in the payment of any income, business or property taxes, GST, sales tax, payroll deduction, etc., except:

None of the Applicant, the partners of the Applicant firm of the shareholders, directors or officers of the Applicant, if incorporated, is:

a) an "interested person", meaning: (i) a director of officer of Finance PEI, (ii) the spouse of a child, brother, sister or parent of a director of the Finance PEI, (iii) the spouse of a child, brother, sister or parent of a director of Finance PEI, or (iv) the father, mother, sister or brother of the spouse of a director of the Finance PEI, except:

b) now, nor has been a been a borrower or guarantor or a director, officer or shareholder of a corporate borrower or guarantor in relation to a loan from Finance PEI except:

Section 6. – Certification & Authorization

The Applicant(s) and major shareholders of the Applicant(s) declare(s) that all the information provided in this application is accurate and represents the Applicant's true financial position.

The information provided in this application is for the express purpose of obtaining accommodation from Finance PEI and any advances made by Finance PEI to the Applicant are granted on the strength of this application.

Finance PEI is hereby authorized to obtain any information, which it may require relative to this application, from any sources to which it may apply and each such source is hereby authorized to provide Finance PEI with such information.

Personal information on this form is collected under section 32(1)(g)(i) of Prince Edward Island's Freedom of Information and Protection of privacy Act and will be used for the purpose of assessing your application of credit, and that upon approval of a loan, some information pertaining to the loan will be considered to be in the Public Domain. If you have any questions about this collection of personal information, you may contact a Finance PEI Account Manager to discuss.

Furthermore, Finance PEI is authorized to disclose, in response to direct inquiries from any other lender or credit bureau, such information on the Applicant's account(s) as it considers appropriate. The Applicant agrees to indemnify Finance PEI against, and save it harmless from, any and all claims in damages or otherwise arising from such disclosure on its part.

Name of Authorized Signing Officer (please print):	
Signature of Authorized Signing Officer:	**Date (D/M/Y):**
Name of Authorized Signing Officer (please print):	
Signature of Authorized Signing Officer:	**Date (D/M/Y):**

Section 7. – Contact Information

Please submit completed application and supporting documentation to Finance PEI by Email: financepei@gov.pe.ca

Staff of Finance PEI will contact you directly to discuss your application and next steps.