

Checklist

Please submit the following with your application:

- Full Personal Tax Returns for last 3 years of all Guarantor(s) and/or Shareholder(s)
- Notices of Assessment for last 3 years of all Guarantor(s) and/or Shareholder(s)
- Company financial statements for last 3 years
- Copy of company share certificates
- Applicant confirmation of all fishing licenses currently held (print out) via National Online Licensing System
- Quote(s)
- Purchase & Sale Agreement (*if applicable*) must include
 - Dated, duly signed, dated by the buyer and seller, both signatures, must be witnessed
 - Seller's full name, address and phone number
 - Purchase price
 - Closing Date
- Life Insurance
- Confirmation from Canada Revenue Agency that there are no outstanding taxes owed to Canada Revenue Agency either corporate and/or personal
- Is this Application for an Assumption of Existing Loan?
- Printout of Bank Confirmation
- Photocopies of two (2) pieces of government ID (Birth Certificate, Driver's License)

NOTE:

All applications are subject to an Administration Fee and a Mortgage Registration Fee.

RETURN ALL DOCUMENTS TO:

Nova Scotia Fisheries and Aquaculture Loan Board

74 Research Drive, Bible Hill NS B6L 2R2

Phone: (902) 896-4800

Fax: (902) 896-4812

My loan will help me to (check all that apply):

- Begin fishing
- Create jobs for: full time or seasonal (½ year)
- Expand my business
- Apply new technology
- Improve my business profitability
- Maintain my vessel and equipment
- Allow me to survive a low-price cycle or poor production year

1 Give company details (please print)

Company name: _____
 Contact name: _____
 Company registration number: _____ Email: _____
 Mailing address: _____ Postal code: _____
 Civic address: _____ In the county of: _____
 Telephone: _____ Cell: _____ Fax: _____
 Alternative Contact Person Name: _____ Tel: _____

Employment: Existing _____ Proposed Additional _____

Names of officers and directors and the number of shares held by each:

Name	Title	No. of Shares Held / Issued	Share Class (Common, Voting Preference, Non-Voting Preference)

Total Authorized Shares			
Shares	Number	Par Value per Share (\$)	Total Par Value (\$)
Common		\$	\$
Voting Preference		\$	\$
Non-Voting Preference		\$	\$
Authorized Capital of Company			\$

Fisher identification number (FIN) of company owner: _____ Home Port: _____
 Name and address of vessel captain: _____
 Number of years fishing: _____ Fishing Master Certificate held: _____ Number of years as captain: _____
 Please list fishing licenses held (include license #'s):
 1. _____
 2. _____
 3. _____

Please provide copies of SVOP Fishing Master Class and/or other certificates.

2 Give loan information

Do you have any existing or previous loans with the Loan Board? Yes No

A. Total amount required: \$ _____
 B. Deposit (10% minimum): \$ _____
 C. Net loan (A – B): \$ _____

State Source of Equity Deposit: _____

Upon loan approval, I/we prefer payments to begin the month of: _____
 Continuing: Annually Semi-annually (please check one)

3 List references (fish buyer, bank, credit union, merchant, co-op, etc. — please provide 3 from the selection):

A reference letter from your financial institution (eg. bank / credit union) is preferred. This letter should provide all balances for loans, savings accounts, chequing accounts, stocks, bonds, RRSP, etc.

Name	Address	Business Telephone

4 Authorization

I/we hereby authorize the exchange of credit and production or landings information on the applicant(s) by the Nova Scotia Fisheries and Aquaculture Loan Board with any businesses providing credit, insurance coverage with whom the applicant(s) has/have or propose to have financial arrangements with during the period of time the applicant(s) has/have a loan with the Board.

By initialing this box, I/we hereby authorize the exchange of application information between the Nova Scotia Fisheries and Aquaculture Loan Board and the Nova Scotia Provincial Coastal Resource Coordinator in my area.

All information on the loan will be subject to the disclosure and protection of privacy provisions of the Nova Scotia Freedom of Information and Protection of Privacy Act. The consent is irrevocable during the period of time the applicant(s) has/have financial arrangements with the Board. As well, the applicant authorizes the Department of Fisheries and Oceans to provide the Board with company statistical fish catch information.

Company (affix seal)

President

Date

Secretary

5 Return all pages to

Nova Scotia Fisheries and Aquaculture Loan Board
74 Research Drive, Bible Hill NS B6L 2R2
Phone: (902) 896-4800 / Fax: (902) 896-4812

1 Give your details (please print) – *Please complete this sheet for each Guarantor and/or Shareholder*

Last name: _____

First name: _____ Middle name: _____

Mailing address: _____ Postal code: _____

Civic address: _____ In the county of: _____

Date of birth (dd/mm/yyyy): _____ Marital Status: _____

Social Insurance Number: _____ Email: _____

Telephone: _____ Cell: _____ Fax: _____

Fisher identification number (FIN): _____ Home Port: _____

Number of years fishing: _____ Fishing Master Certificate held: _____ Number of years as captain: _____

Other licenses held:
(include license #'s) _____

Alternative Contact Person Name: _____ Tel: _____

Your Spouse's First and Last Name: _____

Your Spouse's Date of Birth (dd/mm/yyyy): _____ Your Spouse's Social Insurance Number: _____

Your Spouse's Current Occupation: _____ Your Spouse's Email: _____

Your Spouse's Employer: _____ Your Spouse's Gross Income: _____

Number of Dependents and Ages: _____

Please detail below your involvement in the company as a Shareholder/Guarantor:

2 Financial History

Have you personally declared bankruptcy in the past 6 years?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you involved in any lawsuits?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever had a judgment filed against you?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you financially obligated? (co-signor, guarantor, endorser)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you currently have life insurance? Life insurance face value	Yes <input type="checkbox"/> No <input type="checkbox"/> \$ _____	If yes, what is the total amount of the obligation?	\$ _____

3 List Assets

Item	Estimated Value
House and land:	\$
Furniture:	\$
Boat – Name: _____ Length: _____ Age: _____	\$
Sell or keep:	
Fishing license(s) – state type of license and estimated value of each:	
1. _____	\$
2. _____	\$
3. _____	\$
Lobster traps – number:	\$
Other fishing gear – type:	\$
Car – year and make (no leased vehicles):	\$
Truck – year and make (no leased vehicles):	\$
Other – please describe _____	\$

Savings account, chequing account, RRSP, GIC or other investments (please detail below or on reverse if more space is required):

Item	Financial Institution	Account Number	Current Balance

Please Provide Confirmation of Account Balances

4 List Liabilities

Mortgages/Loans/Credit Cards/Lines of Credit/Leased Vehicles (please detail below or on reverse if more space is required):

Financial Institution	Purpose	Original Amount	Payment	Current Balance

5 List Major Household Expenses

Item	Monthly Cost	Yearly Cost
Groceries		
Utilities		
Property Tax		
Home Maintenance		
Child Care		
Insurance		
Other – please describe _____		
TOTAL		

Amount owing to Revenue Canada: \$ _____ **Repayment terms:** _____

6 Authorization

I/we hereby authorize the exchange of credit information by the Nova Scotia Fisheries and Aquaculture Loan Board for the period of time I am guarantor of a loan with the Board. I/we understand all information on the loan is subject to the disclosure and protection of the privacy provisions of the Nova Scotia Freedom of Information and Protection of Privacy Act. Consent is irrevocable during the period of time the guarantee is in effect.

Signed on this _____ day of _____, 20____

Guarantor

Witness

Full Name: _____

A) Income

Species	Price	Year 1 Total	Price	Year 2 Total	Price	Year 3 Total
	Lbs.		Lbs.		Lbs.	
Other Income (EI, spouse, etc.)						
Total Income						

B) Direct Operating Expenses

Expense Item	Year 1	Year 2	Year 3
Fuel			
Gear			
Food			
Bait/Ice			
Refit and Maintenance			
Worker's Compensation			
Insurance			
Loan Board Payment (Principal and Interest)			
Crew Wages and Benefits			
Captain's Wage			
Dockside Monitoring			
License Fees/Dues			
Berthage/Wharf Fees			
General/Admin./Professional Fees			
Vehicle			
Telephone			
Household Expenses (from Financials)			
Other			
Total Expenses			
C) Income before tax (Total A – Total B)			
D) Income tax			
E) Net income (Total C – Total D)			

F) General Information

Areas to be fished: _____

Projected number of trips: _____

Last years' gross stock for present vessel: _____

Fish Buyer: _____

Signature _____

Date _____

RESOLUTION TO BORROW

Date: _____

Be it resolved that _____ undertakes to
Company Name

borrow the amount of \$ _____ from the Nova Scotia Fisheries and Aquaculture Loan Board
at the prevailing interest rate for the purpose of financing _____
Description of Project

President – Please Print Name

President – Please Sign Name

Affix Company Seal Here