

# **SETTLEMENT INVESTMENT CORPORATION**



**Investing in Our Métis Settlement Members**

## **LOAN APPLICATION Commercial**

## **COMMERCIAL LOAN APPLICATION OUTLINE AND CRITERIA**

### **Waiting Period**

Please be advised that applications over \$50,000.00 will take approximately two to three weeks to process once all information has been received. This waiting period is required to gather all pertinent information for SIC Board submission.

### **Eligibility Criteria**

1. Applicants must be a Métis Settler, or a Partnership or a Corporation in which at least 51% is owned by Métis Settlement Members.
2. The head office of any Corporation must be located in the Province of Alberta. Business activities may be undertaken, both on and off the Settlements and need not be limited to the Province of Alberta.
3. Loans must be for business purposes (Commercial). Loans of a personal nature will be deemed ineligible.
4. The corporation will decide on a case-by-case basis the extent of owner's equity required on a project. The minimum owner's equity required is 10% based on a cash injection on a capital purchase and collateral at a rate of 100%; however, if cash is unavailable SIC will accept equity in a form of collateral at a rate of 115%.
5. Maximum loan amounts for **Commercial Loans is \$100,000.00**

### **PLEASE NOTE THE FOLLOWING FEES:**

- a. A \$125.00 NON-REFUNDABLE APPLICATION FEE TO BE SENT WITH THE APPLICATION. (THIS FEE MUST BE RECEIVED BEFORE ANY PROCESSING TAKE PLACE).
- b. WHEN YOUR APPLICATION IS APPROVED ALL LOANS WILL PAY A LOAN ADMINISTRATION FEE OF 1% OF TOTAL LOAN FUNDS BORROWED, MINIMUM OF \$100.00 (TO BE PAID PRIOR TO ANY LOAN FUNDS BEING DISBURSED).
- c. ADDITIONAL FEES MAY BE CHARGED IF IN THE OPINION OF THE CORPORATION THEY ARE OUTSIDE OF THE CORPORATIONS NORMAL LENDING PRACTICES.

**FOR FURTHER ASSISTANCE OR INFORMATION PLEASE CONTACT:  
SETTLEMENT INVESTMENT CORPORATION @ 1-800-661-9902 or (780) 488-5656.**

**Dear Applicant:**

Please utilize the following checklist to ensure that the required information is submitted with your application. This will enable the application process to be expedited in a timely manner. Should you require assistance in completing the application please contact the office on our toll-free number 1-800-661-9902 or (780) 488-5656.

**SIC APPLICATION CHECKLIST**

**If a particular question does not apply, please insert N/A (not applicable) in the space provided at the beginning of that question.**

- \_\_\_\_\_ 1. **Complete pages 4 to 9 of application:** (if you are unable to have the membership confirmation form completed, **page 4**, SIC can forward it to Metis Settlement Land and Registry office to obtain confirmation).
  
- \_\_\_\_\_ 2. **\$125.00 Application fee** included.
  
- \_\_\_\_\_ 3. **Company Financial Statements:** If an existing Company, include the Company's financial statements, also include **Incorporation Documents** if the company is registered.
  
- \_\_\_\_\_ 4. **Business Plan:** If this is a new company, please include a Business Plan or an operating plan and a projected cash flow for the first year.
  
- \_\_\_\_\_ 5. **Income Tax** - previous year's personal income tax, in full and your most recent Financial Statements.
  
- \_\_\_\_\_ 6. **Bills of Sale:** please provide bills of sale for the assets being pledged as Security and/or Security to be purchased for the loan. Please ensure that the serial numbers are readable for lien checks.

**ALL THE ABOVE INFORMATION REQUESTED MUST BE PROVIDED BEFORE THE APPLICATION IS PROCESSED.**



# SETTLEMENT INVESTMENT CORPORATION

Suite 212, 10335-172 Street  
Edmonton, Alberta T5S 1K9  
Phone (780) 488-5656  
Fax (780) 488-5811  
Toll Free 1-800-661-9902

Website: [www.settlementinvestcorp.com](http://www.settlementinvestcorp.com)  
Email: [randya@settlementinvestcorp.com](mailto:randya@settlementinvestcorp.com)

## MEMBERSHIP CONFIRMATION

Date: \_\_\_\_\_

To the: Metis Settlements Land Registry Office  
Phone: (780) 427-1117

Please be advised that the following individual(s) is (are) applying for credit with Settlement Investment Corporation. Please confirm Settlement Membership Status where indicated below.

Sincerely,

*Randy Anderson*

Randy Anderson  
General Manager  
Settlement Investment Corporation

I, \_\_\_\_\_, (Métis Settlement Land and Registry Clerk).  
(Print Name)

confirm that \_\_\_\_\_ DOB: \_\_\_\_\_  
(Applicant Name)

and \_\_\_\_\_ DOB: \_\_\_\_\_  
(Co-Applciant Name)

is/are a Settlement Member(s) of \_\_\_\_\_ Métis Settlement.

\_\_\_\_\_  
Metis Settlement Land Registrar Clerk  
(Signature)

## QUESTIONNAIRE

Applicant's Name: \_\_\_\_\_  
Co-Applicant's Name: \_\_\_\_\_  
Loan Amount Requested: \_\_\_\_\_  
Date Application Submitted: \_\_\_\_\_  
Reason for Loan: \_\_\_\_\_

- |  | <b>YES</b> | <b>NO</b> |
|--|------------|-----------|
| 1. Are you eighteen years of age or older  | [ ]        | [ ]       |
| 2. Are you a Métis Settler?  | [ ]        | [ ]       |
| 3. Are you in good health?   | [ ]        | [ ]       |
| 4. Is your business located in Alberta?  | [ ]        | [ ]       |
| 5. Is your business at least 51% owned by yourself?<br>or a Métis Settler?   | [ ]        | [ ]       |
| 6. Is this a new or existing business? New _____ Existing _____  |            |           |
| 7. How much of your own funds will you be investing into the business? \$ _____<br>(Include confirmation of funds i.e. bank statement with balance)  |            |           |
| 8. Are you presently employed? _____ [ ] [ ]<br>If so, what is your annual income? _____ (Please attach verification from employer)                  |            |           |
| 9. Marital status: Married _____ Single _____ Widow/widower _____ Common-law _____   |            |           |
| 10. Is your spouse employed? _____ [ ] [ ]<br>If so, what is their annual income? _____  |            |           |
| 11. Have you ever had financing with SIC? _____ [ ] [ ]<br>If yes, how many loans have you paid out and when was your last payout date.<br><br>_____ |            |           |

12. Repayment Term Requested: (Monthly, Quarterly, Annually, etc.) \$ \_\_\_\_\_

13. Have you ever declared bankruptcy or filed a Consumer Proposal?

Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, are you discharged/ Fully Performed?

Yes \_\_\_\_\_ No \_\_\_\_\_

**APPLICANT(S) PERSONAL INFORMATION (Required)**

<b>NAME OF APPLICANT</b>	<b>SETTLEMENT of RESIDENCE</b>

<b>EMAIL</b>	<b>PHONE # (RESIDENCE/CELL)</b>

<b>Place of Employment</b>	<b>Duration</b>	<b>Salary</b>	<b>Phone # (Business)</b>

<b>NAME OF SPOUSE</b>	<b>NUMBER OF DEPENDANTS</b>

<b>Place of Employment</b>	<b>Duration</b>	<b>Salary</b>	<b>Phone # (Business)</b>

<b>BANKING INSTITUTION</b>	<b>ADDRESS</b>

<b>Account Information</b>	
<b>Branch #</b>	<b>Account #</b>

Describe breakdown of project funds and repayment term requested:

<b>Breakdown of Estimated Project Costs</b>		<b>Expected Financing</b>	
Building	\$ _____	Owner's Cash Injection	\$ _____
Equipment	\$ _____	SIC Loan	\$ _____
Operating Expenses	\$ _____	Grants	\$ _____
Other	\$ _____	Other	\$ _____
<b>Total</b>	<b>\$ _____</b>	<b>Total</b>	<b>\$ _____</b>
(Both totals should be equal)			

**Attach Financial Statements for existing business, or projected Income & Expenses for a 12-month period for the new business**

(Cash Flow Projections should cover the term of the loan being requested).

Also provide information on experience in this area – **attach copies of applicable certificates, tickets and resume.**

What other lenders have been approached for this financing and with what results?  
(Term, Amount, Rate, etc.) \_\_\_\_\_

Do you have any Indirect Liabilities? (Personal & Company Guarantees, co-signatures) Give Details:  
\_\_\_\_\_  
\_\_\_\_\_

Describe the type of business products, services and markets:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Impact of Approved Settlement Investment Corporation Financing**

Please indicate impact/result of financing provided on the jobs at your business  
(include the owner(s) in the count)

**New Jobs Created**

	<b><u>Full Time</u></b>	<b><u>Part Time</u></b>	<b><u>Seasonal</u></b>
Indigenous Jobs (#):	_____	_____	_____
Non-Indigenous Jobs (#):	_____	_____	_____

**Jobs Maintained**

	<b><u>Full Time</u></b>	<b><u>Part Time</u></b>	<b><u>Seasonal</u></b>
Indigenous Jobs (#):	_____	_____	_____
Non-indigenous Jobs (#):	_____	_____	_____

What sector or industry does your business operate in?  
(for example: oil & gas, cattle farming, store, food services, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PERSONAL FINANCIAL STATEMENT

Applicant's Name:

Co-Applicant's Name:

--	--

Date of Birth:

Date of Birth:

--	--

Social Insurance Number:

Social Insurance Number:

--	--

Mailing Address:

Mailing Address:

--	--

Legal Land Description

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### FINANCIAL STATEMENT AS AT \_\_\_\_\_, 20\_\_.

Assets you own	\$ value	SIC Use	Debt you owe	Balance	Payments
<b>Cash in bank</b>			<b>SIC LOANS</b>		
<b>Vehicles (Make/Year)</b>			<b>OTHER LOANS</b>		
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
<b>Equipment</b>			<b>Credit Cards</b>		
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
<b>Real Estate (Off-Settlement)</b>			<b>Settlement Loan(s)</b>		
_____	_____	_____	_____	_____	_____
<b>Settlement Land and Improvements</b>			<b>TOTAL DEBT</b>	\$ _____	\$ _____
<b>Other Assets RRSP, Pensions, etc.</b>			<b>EQUITY</b>		
_____	_____	_____	(Total Assets less total debt)	\$ _____	
_____	_____	_____	<b>TOTAL DEBT &amp; EQUITY</b>	\$ _____	
<b>TOTAL ASSETS</b>	\$ _____	\$ _____	<b>SIC EQUITY EVALUATION</b>	\$ _____	

Monthly take home pay \$ \_\_\_\_\_  
 Spouses take home pay \$ \_\_\_\_\_  
 Other Income \$ \_\_\_\_\_  
**Total Income** \$ \_\_\_\_\_

**SUNDRY PERSONAL OBLIGATIONS**  
 Are you providing personal support for obligations not listed above [ ] Yes [ ] No  
 (Please attach the details with your application)





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Website: www.settlementinvestcorp.com  
Email: randya@settlementinvestcorp.com  
alexandras@settlementinvestcorp.com

## 1<sup>st</sup> LOSS PAYABLE - INSURANCE CONFIRMATION

What asset(s) will you be pledging for security for the loan? Please list below:

Assets and Serial Numbers	Estimated Value
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

The following insurance information is required for the above items pledged as Security.

Insurance Broker/Company:	Address:
Phone #	Fax #
Policy Number(s):	

I hereby authorize SIC to obtain insurance confirmation listing SIC as 1<sup>st</sup> loss payable from my insurance company for the above noted assets pledged as security.

\_\_\_\_\_  
Applicant Name (Please Print)

\_\_\_\_\_  
Co-Applicant Name (Please Print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Co-Applicant Signature

**REFERENCES: (Required)**

**2 Character References:**

\_\_\_\_\_  
Name Contact Number

\_\_\_\_\_  
Name Contact Number

**2 Credit References:**

\_\_\_\_\_  
Name Contact Number

\_\_\_\_\_  
Name Contact Number

**LOAN APPLICATION DECLARATION AND  
CREDIT CHECK AUTHORIZATION**

**Applicant's Name:**

\_\_\_\_\_  
Please Print

**Co-Applicant's Name:**

\_\_\_\_\_  
Please Print

**Operating Company Name:**

\_\_\_\_\_  
Please Print

"The undersigned hereby declare(s) that all the information provided herein and on the accompanying statements is to the best of my/our knowledge true, complete and correct and understand it will be used by SIC to determine credit worthiness. The proceeds of the loan applied for will be used for business purposes and not for personal, family or household purposes."

**And:**

"The undersigned further consent(s) to SIC using any enquiries it deems necessary to reach a decision on this application, and consent(s) to the disclosure at any time of any credit information about me/us to any credit reporting agency or to any one with whom I/we have financial relations"

**And:**

I agree to indemnify SIC against and save SIC harmless from any and all claims in damages or otherwise arising from such disclosure on your part.

\_\_\_\_\_  
**APPLICANT SIGNATURE**

\_\_\_\_\_  
**CO-APPLICANT SIGNATURE**

**DATE:** \_\_\_\_\_