

FUND ITT APPLICATION

Date of Application: _____

I. Fund Itt Contact Office of Responsibility: _____

II. Previous Fund Itt Proposals/Applications: _____

III. The Firm:

A. Name of Company: _____

B. Corporate Address: _____

C. Project Address: _____

D. Telephone: _____

E. Form of Business Ownership: _____

1.) If a Corporation, Federal tax ID # _____

Sole Proprietor Partnership Cooperation LLC LLP Other

F. Project Owners, Principal Officers or Contact :

NAME:	TITLE OR OFFICE:	ADDRESS:
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_____	_____	_____
_____	_____	_____
_____	_____	_____

G. Product or Service: _____

H. Phase of Project: _____ Start-up _____ Expansion _____ Retention _____

I. Current Company Status:

1. Current number of employees:

a. Full Time: _____ average hourly wage: _____

b. Part Time: _____ average hourly wage: _____

J. Primary Bank Accounts:

1. Name: _____

2. Address: _____

3. Telephone: _____

4. Contact Person: _____

5. Working Capital line of credit: _____

K. Company Attorney:

1. Name: _____

2. Address: _____

3. Telephone: _____

VI. ALL APPLICANTS:

- A. Enclose any other information, including a key person insurance which may be available to assist us in processing your application as efficiently as possible.
- B. Enclose information concerning any pending or threatened litigation or administrative proceeding or any outstanding administration orders, judgments, or injunctions, to include company officials or any of the principals involved in bankruptcy (for the past five years).

VII. SPECIFIC NEW BUSINESS VENTURE REQUIREMENTS:

A. List three professional references:

- 1. **(Professional)** _____
- 2. **(Professional)** _____
- 3. **(Professional)** _____

- B. A completed business plan to include three years pro forma financial statements.**
- C. Signed personal financial statements for all principals who hold more than a 25% interest in the venture.**

VIII. SPECIFIC LIST OF REQUIRED ATTACHEMENTS FOR EXISING BUSINESS

(expansion/retention/relocation)

- A. A completed FUND ITT application.
- B. Enclose financial statements for the past three fiscal years, including: balance sheets, income statements, statements of changes in financial position, and notes to financial statements. If unaudited, the statements must be signed and dated by an authorized financial officer of the business.
- C. Enclose most recent interim financial statements (balance sheets, income statements, if available).
- D. Enclose federal tax returns filed by the business principals for the previous three years, if the applicant is a sole proprietorship, partnership, or corporation that does not have its financial statements audited or reviewed.
- E. Enclose a venture plan covering the expansion, retention, or relocation. This document must include 3 years pro forma financial statements.