

CAVAN COUNTY ENTERPRISE FUND

Cavan Innovation & Technology Centre, Dublin Road, Cavan.



Tel. 049 - 43 77200

Fax. 049 - 43 77250

Email: info@ccef.ie

Website: www.cavanenterprise.ie

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APPLICATION FORM FOR SOCIAL LOAN FINANCE

I. APPLICANT DETAILS & BACKGROUND

- Name of applicant/organisation: _____
- Address: _____

- Contact person & position held _____
- Telephone No.s Work: _____ Home: _____ Mobile: _____
- Fax No. _____ Email: _____
- Web address: _____
- Nature of the applicant/organisation: _____
- Status (please tick) New / Start Up _____ Existing/ Expansion _____
Sole trader _____
Partnership _____ *Registration Number _____
Limited Company* _____
- When established: _____
- Please give a brief history of your organisation including achievements to date (please use additional pages if necessary)

- Details of any other business interests / community projects etc.

21. What social needs are being met by this project and how were they identified?

(In other words, what issues will this project seek to tackle, describe how this project will address these issues and who will be the final beneficiaries?)

IV. DETAILS OF PROPOSED INVESTMENT:

22. **Proposed Investment:**

<u>Description</u>	<u>Estimated Cost</u> <u>Euro €</u>	<u>Financed by</u>	<u>Euro €</u>
(a) Capital Expenditure		Promoters Capital/Cash	_____
(i) Premises	Borrowings:-	
(ii) Equipment	Overdraft
(iii) Other (give details)	Source
		Term Loans
(b) Working Capital	Source
(i.e. materials, stock etc.)		Leasing
		Source
		Other (ie Grants etc)
		Source
		Source
		Amount of Loan sought from CCEF
TOTAL	_____	TOTAL	_____

23. Please provide here additional details of investment planned (including size of any building proposed and list of equipment/materials to be purchased)

24. Proposed repayment period: _____ Years (should normally not exceed 5 years)

25. Preferred repayment option: Weekly / Monthly / Quarterly / Annual repayments

26. Will the project generate revenue? Yes _____ No _____

27. If no, how do you propose to generate an income stream to service this social finance borrowing:

28. Please list all other sources from which this loan finance had been sought for the project

V. FINANCIAL PROJECTIONS

Detailed financial projections (including cash flow statements) for a two year period are required as part of this application. In the absence of an already prepared cashflow statement please complete the table in Appendix 1 to the best of your ability:

VI. EMPLOYMENT

	<u>Full-time</u>	<u>Part-time</u>
	Male/Female/Total	Male/Female/Total
29. Present Number of Employees	_____	_____
30. Number of additional jobs to be created		
by end of Year 1	_____	_____
by end of Year 2	_____	_____

IV. DETAILS OF ALL EXISTING LOANS OR INDEBTEDNESS

31.

Source	When taken out	Term	Balance Outstanding

32. Other liabilities e.g. Revenue Commissioners (VAT/PAYE/PRSI), Creditors, etc.

33. Banker(s) _____ Branch _____
Manager _____ Account Name _____
Phone Number _____ Account Number _____

Please note that further information in the form of a Business Plan/Feasibility Study or other details may be required.

A loan is not approved until it is confirmed in writing.

I/we certify that I/we accept the conditions of this application and that the above information is correct and to the best of my knowledge.

Signed: _____ Date: _____
Position held

_____ Date: _____
Position held

Please return completed application form to:-

**Mr. Vincent Reynolds, Company Secretary, Cavan County Enterprise Fund,
Cavan Innovation & Technology Centre, Dublin Road, Cavan.**

APPENDIX 1

FINANCIAL POSITION

Accounts available: Yes/No (Please include details and most recent accounts completed - 2 years) <u>PROFIT AND LOSS ACCOUNT</u>	Current Management Draft/Audited		Projections for 2 Full Years Following Investment	
	Year		C	D
	A	B	1st Year	2nd Year
	€	€	€	€
* Sales/Turnover (1)				
Cost of Sales/materials (2)				
Sales less Materials (3) i.e. 1 minus 2				
Expenses (4)				
NET PROFIT (5) i.e. 3 minus 4				
BREAKDOWN OF EXPENSES				
Wages (inclusive of employers contributions of PRSI)				
Salaries				
Power, Heat, and Light				
Transportation/vehicle Costs				
Rent				
Rates				
Insurance (include vehicles, buildings, machinery, public & employer liability etc.)				
Directors Remuneration				
Loan Repayments				
Leasing				
Interest (Bank Term Loan)				
Overdraft interest				
Mortgage payments				
Other				
Other Borrowings				
General Expenses (post, telephone, fax, stationery, etc)				
Establishment Expenses				
Financial Expenses (charges, fees etc)				
Depreciation (all fixed assets other than land)				
TOTAL	€	€	€	€

*In relation to sales, please give details of number and type of units and selling price of units.

NB Columns A and B (relating to 2 latest accounting years) to be completed in respect of existing projects/businesses. Columns C and D to be completed by all applicants.