

**South Kesteven District Council
Small Business Loan**

Application Form

Please refer to the guidance notes before submitting your application and complete all sections of this application form.

Business details	
Name of business:	
Registration number (Company/VAT):	
Business address:	
Post code:	
Tel no:	Fax no:
Email:	
Website:	
Contact name:	
Job title:	
Business status (e.g. Ltd, Partnership, Sole trader, CIC):	
Number of years business has operated:	
Business Overview (including brief description of products/services)	
Principal industry sector of the business: (e.g. manufacturing, ICT, Construction)	
Number of staff employed (FT/PT):	

The amount of finance required for the expansion				
From own resources:				
From the bank:				
From other financial institution:				
From Portsmouth City Council:				
Purpose of your loan application and expected resulting business growth (Please also attach accounts for the last two years, your marketing plan and your workforce development plan as supporting documents to this application form)				
Business growth forecast	£	Over how many years		
Increase in turnover:				
Increase in profit before tax:				
Increase in (local) jobs:				
Local economy impact forecast - Gross Value Added (If required the Business Link Advisor will be able to assist with the completion of the following section)				
	Previous Year	Current Year	Year 1 Forecast	Year 2 Forecast
Total sales/turnover				
A: Total salary and wage costs				
B: Pre-tax profit				
C: Depreciation				
GVA=A+B+C				
No. of employees				
GVA per employee				

Bank's confirmation of financial support
Bank name:
Bank address:
Comments:
Name of contact:
Signature:
Tel no:
Fax no:
Other financial institution's confirmation of support
Institution name:
Institution address:
Comments:
Name of contact:
Signature:
Tel no:
Fax no:
Email:

Declaration and data protection statement

By signing this application

- I confirm that the information supplied above is correct, to the best of my knowledge, and I confirm if the company of which I am a representative is awarded a loan, all money will be used solely for the purpose specified in this application.
- I consent to South Kesteven District Council and others on its behalf processing and holding by means of a computer database or otherwise any information, which I provide to them for the purpose of a potential loan. I also agree to South Kesteven District Council accessing such other information as they hold about me, which they have acquired for other purposes.
- I agree that relevant South Kesteven District Council Members and Officers can view the information provided.
- I agree to the terms of this scheme, to regular monitoring of business progress after the loan is given and to my Bank discussing my business with South Kesteven District Council if required.

Disclosure of Relationship (please delete as applicable)

- I certify to the best of my knowledge and belief, I am not related to, or in a relationship with, any Councilor or employee of SKDC
- I declare that I am related to, or in a relationship with, the following Councilor or employee of SKDC

Name:

Position:

Relationship:

Signature:

Print name:

Date:

Completed application must be returned to:

Head of Economic Development
South Kesteven District Council
St Peters Hill Council Offices
Grantham
Lincs
NG31 6PZ