

## 7. Additional Information

### Checklist of documents to accompany application

(please tick that you have attached, otherwise please explain)

Business Plan	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Accounts (if in business)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Financial Projections	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Bank Statements (for last 6 months)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Credit Card Statements	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Tax Clearance Certificate	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

### Loan Terms and Conditions

Applicants to the Loan Scheme must be eligible for membership of Wexford Credit Union Limited (i.e. they must be living, working or operating a business within the common bond area of Wexford Credit Union Limited)

All loans approved under the Small Business Support Loan Scheme will contain conditions of repayment set out in the letter of approval to the member. The term of the loan shall not exceed 5 years and must be repaid monthly. The interest rate shall be 7.5% variable. The Directors reserve the right to apply such other conditions, as they may deem appropriate to any loan that may be advanced under the scheme. Normal lending criteria, terms and conditions will apply.

### Declaration by Applicant(s)

I/we confirm that all of the above information is true and accurate to the best of my/our belief. I/we authorise Wexford Credit Union to make such enquiries with any third party as it may deem necessary in considering my/our application. This information may be shared between Wexford Credit Union Limited and the Wexford County Enterprise Board for the expressed purpose of evaluating this loan application and any follow up meetings that may take place if the loan is drawn down. I further consent to and authorise Wexford Credit Union to process and retain data provided by me in respect of this application, to seek and provide credit references, to record details of any transaction which may result from this application with the Irish Credit Bureau (ICB) for a period of 5 years from the date of closure of the loan and ICB to record, retain and disclose to its members details of such search for a period of one year. I understand that the final decision on my application rests solely with the Board of Directors of Wexford Credit Union Limited.

# CU AT YOUR PLACE

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

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



## Small Business Support Loan Scheme



### Background

Wexford Credit Union has established a Small Business Support Loan Scheme for small businesses at start-up, incubation and growth stages of development. The Wexford County Enterprise Board (CEB) partner Wexford Credit Union in the promotion of the Scheme, evaluation of applications and after-care service to successful applicants.

### Eligibility Criteria

Applicants to the Loan Scheme must be eligible for membership of Wexford Credit Union (i.e. they must be living, working or operating a business within the common bond area.)

### Business Plan

Applicants will be required to complete a business plan incorporating a cash-flow forecast to accompany their application. They may obtain a business plan template from the Wexford CEB. If applicants have any problems constructing a business plan, they should contact the Wexford CEB for assistance / guidance. Applicants currently trading will be required to also submit latest set of accounts.

### References

Wexford Credit Union may seek personal, business and/or credit references from applicants. In making an application, the promoter is deemed to have authorised Wexford Credit Union to take all reasonable steps to satisfy its Board in regard to these personal, business and/or credit references, from sources determined at Wexford Credit Union's discretion.

### Contact Details

Wexford Credit Union Limited  
Credit Union House  
Anne Street  
Wexford

Tel: 053 91 23909  
Fax: 053 92 55078  
Email: [manager@wexfordcreditunion.ie](mailto:manager@wexfordcreditunion.ie)  
www: [www.wexfordcreditunion.ie](http://www.wexfordcreditunion.ie)

Wexford County Enterprise Board  
Unit 1, Ardavan Business Park  
Ardavan  
Wexford

Tel: 053 91 22965  
Fax: 053 91 24944  
Email: [info@wexfordceb.ie](mailto:info@wexfordceb.ie)  
www: [www.wexfordceb.ie](http://www.wexfordceb.ie)

## Application

### 1. Personal Details

Name(s)	
Home Address	
Business Address (if different from above)	
Contact Telephone:	
- Home	
- Work	
- Mobile	
E-Mail	
PPS Number	

### 2. Nature of Business

Is the business (tick as appropriate):	Sole Trader	<input type="checkbox"/>
	Company	<input type="checkbox"/>
	Partnership	<input type="checkbox"/>
Is the business (tick as appropriate):	A new start-up	<input type="checkbox"/>
	A going concern	<input type="checkbox"/>

Name of business	
Brief Description of the business (what is your product / service?)	
If already in business – When was business formed?	
If new start-up – What is your current employment status?	
Provide a brief outline of your technical skills / experience / qualifications	
Provide a brief outline of your business / management experience	
How will the loan currently being applied for assist the business?	

### 3. Details of Loan Required

Amount of loan required	
What is the specific purpose of the loan?	
How much is needed for:	
Capital Equipment	
Buildings	
Working Capital	
Other (please specify)	
How much have you to invest in the business?	
Where will / have you sourced this finance?	

### 4. Current Financial Position of Applicant(s)

Assets (value)		Liabilities (outstanding)	
Dwelling		Mortgage	
Vehicles		Bank Overdraft	
Savings		Loans	
Investments		Credit Card	
Other (please specify)		Other (please specify)	
TOTAL		TOTAL	

### 5. Current Financial Position of business

Assets (value)		Liabilities (outstanding)	
Premises		Mortgage	
Vehicles		Loans	
Equipment		Leasing	
Stock		Bank Overdraft	
Debtors		Creditors	
Cash / Bank		Taxation	
Investments			
Other (please specify)		Other (please specify)	
TOTAL		TOTAL	

### 6. Current monthly financial commitments

Personal		Business	
Mortgage		Mortgage	
Loans		Loans	
Leasing		Leasing	
Other (please specify)		Other (please specify)	
TOTAL		TOTAL	