



Community Development

ECONOMIC DEVELOPMENT – MICRO BUSINESS APPLICATION

General Overview

This is for a member who wants to start a micro-business or expand an existing micro-business. Members are eligible to apply for a maximum of a \$1000 contribution. Members must be at least 18 years of age to apply. Members who have not applied for Micro or Small Business before will have priority.

All applications must include:

- A letter of intent that clearly outlines your business.
- Resume
- This application must be fully completed where applicable.
- Quotes for supplies and/or tool required. Must be for at least \$1000 and must be formal quotes from a recognized business.

Deadline dates are July 31st, November 30th, March 31st.

Please allow sufficient time for your application to be reviewed by Community Development. You must also wait 10 business days after the deadline date to be contacted if you are approved.

Application Information

Full name:	_____	Date:	_____
	<i>Last</i> <i>First</i> <i>M.I.</i>		
Address:	_____	Phone:	_____
	<i>Street address</i> <i>Apt./Unit #</i>		
	_____	Email:	_____
	<i>City</i> <i>Prov</i> <i>Postal Code</i>		
Status Number:	_____	Date of Birth:	_____

Have you received the Micro or Small Business Grant before?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, when?	_____
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Marketing Plan

- Briefly explain who your targeted customer is. Address the size of this market.
- Do you believe there is room for growth and expansion?

Strategies

- Why will the customer want to do business with you?
- How have you advertised your business in the past? (if applicable)
- How do you plan to advertise or expand your business moving forward?

Please feel free to include any other information that you feel may help make a more informed decision regarding your application, such as attaching a business proposal to the application.

Disclaimer and signature

I certify that my answers are true and complete to the best of my knowledge.

*If you do not have all the documents required, the application will not be approved.
Only the applicator or the legal guardian of the applicant can apply and must sign the application.*

Signature:

Date:
