

**YUKON ENTERPRISE TRADE FUND APPLICATION
 FOR SMALL BUSINESS**

Please complete the application as thoroughly as possible. You are encouraged to contact the Business and Industry Development branch of the Department of Economic Development with any questions or concerns.

Company/Organization Name: _____

Address: _____ Postal Code: _____

Telephone: _____ Fax: _____ Email: _____

Contact: _____

Amount Requested for Funding: \$ _____

Project Name: _____

Project Start Date: _____ Project End Date: _____
YYYY/MM/DD YYYY/MM/DD

We are submitting this application for the purpose of obtaining financial assistance from the Government of Yukon. The statements herein, including all further submissions in regard to this application are, to the best of our knowledge, true and correct.

We submit that, to the best of our knowledge, all aspects of this proposed project will be in compliance with existing municipal, territorial and federal codes, guidelines and laws and we declare that our business/organization is in good standing and any debts owed the Yukon government are in good standing.

We agree to allow representatives of the Yukon government access to the site and premises of the project described in this application, to inspect the bookkeeping and records, to make inquiries and credit checks and, to obtain all other pertinent information necessary to evaluate this application.

We understand that all or part of this application may be made available to the public in accordance with the **Access to Information and Protection of Privacy Act**.

Name(s) and title(s) of authorized official(s) (please print):

NAME

NAME

TITLE

TITLE

Signature(s): _____

Date: _____
YYYY/MM/DD

PROJECT INFORMATION

Applicants should fully review the Enterprise Trade Fund (ETF) guidelines for small business before completing their application package. Please provide complete and detailed information in your application package. Please attach your application details to this form.

Project Description:

- Describe your project, its goals, what you plan to do and how and when you plan to do it. Further specify how your project will achieve one or more of the ETF's stated objectives, as per the ETF guidelines.
- Describe the operations of your business or the objectives of your organization. Specify whether you are a Yukon registered business or an industry association/organization.
- Provide confirmation the company/organization is in good standing with Corporate Affairs.
- Indicate other Yukon businesses, if applicable, that may directly benefit from this project.
- Identify the intended results of the project, how the results can be measured and how the project will be evaluated.
- Include the marketing plan or describe in detail the plans for marketing.
- Describe how this project will enhance your business, organization or industry.

Total Project Costs:

- Provide a breakdown of project costs by item. Identify business costs that are new and incremental to the business. For funding maximums and a list of eligible and ineligible costs please see the ETF guidelines.
- Indicate the exact amount you are requesting from the ETF.

Partnerships and Endorsements:

- Indicate if there are any partners in your project or any endorsements supporting it. Please include any letters of support, if applicable.

Completed application packages may be submitted as follows:

By mail:

Business and Industry Development
Yukon Economic Development
P.O. Box 2703 (F-1)
Whitehorse, Yukon Y1A 2C6

In person:

303 Alexander Street
1st Floor
Whitehorse, Yukon

By e-mail:

ETF@gov.yk.ca

By fax:

867-393-6228