

## Required Submissions:

The following items are required to be submitted with your completed application. *Your application will not be reviewed by staff until all required submissions are included.*

- Full Personal Tax Returns & Notices of Assessment for last 3 years of loan applicant as well as shareholders and guarantors (if applicable)
- Confirmation from Canada Revenue Agency that there are no personal income taxes owing
- Company Financial Statements for the past three years (if applying as a company)
- Photocopies of two pieces of government ID (birth certificate, passport, driver's license)
- Confirmation of Fishing Master Certification (ie. FM 4, SVOP, etc.)
- Detailed bank statements for the previous 3 months (including chequing/savings accounts, line(s) of credit, etc.)
- Purchase & Sale Agreement (signed by all parties)

### If you are applying for a new vessel loan:

- Include a completed copy of Appendix A: Bill of Materials, signed and sealed by the boat builder and by the applicant
- Specifications from builder or Appendix B and quotes for main engine, electronics and hydraulics

### If you are applying for an engine or vessel upgrades/modification loan:

- Quote(s) from all suppliers
- Complete Appendix C: Engine, Vessel Upgrades, Modifications

### If you are purchasing an existing business, or the shares of a business:

- Company Financial Statements for the past 3 years
- Confirmation from Canada Revenue Agency that there are no accounts owing



**Applicant Information**

Full Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Insurance Number: \_\_\_\_\_

Alternative Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Spousal Information:**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Employer: \_\_\_\_\_ Current Occupation: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Number of Dependents and Ages: \_\_\_\_\_

If approved, I plan to incorporate a company which would hold the requested loan(s):  Yes  No

Complete the following section if you are applying under your **company**:

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Company Registration Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Alternative Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Names of officers and directors and the number of shares held by each:

Name	Title	No. of Shares Held/Issued	Share Class (Common, Voting Preferred, Non-Voting Preferred)

**Loan Request Details**

	<b>Vessel</b>	<b>License</b>	<b>Gear</b>
	10% Minimum Deposit	5% Minimum Deposit – New Entrant 10% Minimum Deposit – New Species	5% Minimum Deposit – New Entrant 10% Minimum Deposit – New Species
Purchase Price			
Less: Deposit			
Net Loan			

Source of Deposit (ie. own savings, borrowed, gift): \_\_\_\_\_

Preferred payment start date: \_\_\_\_\_ Frequency:  Semi Annual  Annual

Do you or your company have any existing or previous loans with the Loan Board:  Yes  No

Home Port: \_\_\_\_\_ Fishing Master Certificate Held: \_\_\_\_\_

Number of years of fishing experience: \_\_\_\_\_ Number of years as captain: \_\_\_\_\_

**Financial History:**

Have you personally declared bankruptcy in the past six (6) years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you involved in any lawsuits?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had a judgement filed against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you financially obligated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you currently have life insurance?	<input type="checkbox"/> Yes <input type="checkbox"/> No Face value: \$ _____	(Co-signor, guarantor, endorser)	If yes, what is the total amount of your obligation(s)?  \$ _____

**List References**

Please provide 3 references from current financial institution, fish buyer, existing employer, etc.:

A reference letter from your financial institution (bank/credit union) is preferred. Ideally, this letter should provide all balances for loans, savings/chequing accounts, stocks, bonds, RRSP, etc.

<b>Name</b>	<b>Organization</b>	<b>Business Telephone</b>

## Applicant Experience & History

### Experience:

Please provide details of fishing experience:

### Employment History:

Date (from – to)	Employer & Contact Name	Business Telephone	Duties

## Personal Financial Statement

Please complete a personal financial statement for each shareholder, guarantor or co-borrower. Additional copies of the personal financial statement are available as Appendix D.

### Personal Assets:

Item	Estimated Value
House and land:	\$
Boat – Name: <span style="float: right;">Sell or keep:</span>	\$
Fishing licence(s) – state type of licence and estimated value of each:	
1.	\$
2.	\$
3.	\$
Fishing Gear:	\$
Vehicle(s) – year and make (no leased vehicles):	\$
Other – please describe	\$

**Savings & Investments:**

Savings and chequing accounts, RRSP, GIC or other investments (please detail below or on reverse if more space is required):

Item	Financial Institution	Account Number	Current Balance

**Liabilities:**

Mortgages/Loans/Credit Cards/Lines of Credit/Leased Vehicles (please detail below or on reverse if more space is required):

Financial Institution	Purpose	Original Amount	Payment	Current Balance

**Major Household Expenses:**

Item	Monthly Cost	Yearly Cost
Groceries		
Utilities		
Property Tax		
Home Maintenance		
Child Care		
Insurance		
Other – please describe		
<b>TOTAL</b>		

Amount owing to Canada Revenue Agency: \$ \_\_\_\_\_ Repayment terms: \_\_\_\_\_

**Other Sources of Income:**

Source of Income (ie. spousal income, employment outside of fishery, etc.)	Annual Income	# of Years

**Business Plan:**

**Income:**

Species	Price	Year 1 Total	Price	Year 2 Total
	Lbs.		Lbs.	
Other Income (EI, spouse, etc.)				
<b>A) Total Income</b>				

**Expenses:**

Expense Item	Year 1	Year 2
Fuel		
Gear		
Food		
Bait/Ice		
Refit and Maintenance		
Worker's Compensation		
Insurance		
Loan Board Payment (Principal and Interest)		
Crew Wages and Benefits		
Captain's Wage		
Dockside Monitoring		
License Fees/Dues		
Berthage/Wharf Fees		
General/Admin./Professional Fees		
Vehicle		
Telephone		
Household Expenses (from Financials)		
Other		
<b>B) Total Expenses</b>		
<b>C) Income before tax (A – B)</b>		

Last Years' Gross Stock: \_\_\_\_\_ Fish Buyer: \_\_\_\_\_



**Vessel Details**

If your application is for **licenses** and/or a **used vessel**, please complete the following section:

Name of vessel:	_____	Official Number:	_____
Year and port of registry:	_____		
Vessel location:	_____		
Name of builder:	_____	Age of vessel:	_____
Dimensions (L x B x D):	_____		
Hull construction material:	_____		
Diameter of shaft:	_____	Material:	_____
Name of present owner:	_____		
Address of present owner:	_____		
Telephone of present owner:	_____		
Engine (year, make, model, ratio):	_____		
Electronics/Gear:	1. _____	4. _____	
	2. _____	5. _____	
	3. _____	6. _____	

## Appendix C: Engine/Vessel Upgrades/Modifications Loan

Complete Appendix C only if you are applying for a loan to make modifications or upgrades to your vessel.

Name of vessel: \_\_\_\_\_ Official Number: \_\_\_\_\_  
 Year and port of registry: \_\_\_\_\_  
 Vessel location: \_\_\_\_\_  
 Name of builder: \_\_\_\_\_ Age of vessel: \_\_\_\_\_  
 Dimensions (L x B x D) \_\_\_\_\_  
 Hull construction material: \_\_\_\_\_  
 Diameter of shaft: \_\_\_\_\_ Material: \_\_\_\_\_  
 Engine (year, make, model, ratio): \_\_\_\_\_

### If application is for a technical modification, please complete this section.

Briefly describe technical modification. A detailed quotation/description of work from the builder must be included.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Builder performing  
modification: \_\_\_\_\_

### If application is for engine or equipment purchase, please complete this section.

A written quotation from the supplier and/or installer must be attached.

**Please note that only new and rebuilt diesel engines that comply with the nitrogen oxide emission provisions of the Regulations for the Prevention of Pollution from Ships (Transport Canada, May 16, 2007 - Division 6 / Subdivision 2/Section 154) are eligible for financing. Please confirm approval with engine supplier.**

Item to be purchased (if an engine please supply year, make, model, continuous hp/rpm ): \_\_\_\_\_

Cost: \$ \_\_\_\_\_ Supplier: \_\_\_\_\_

List any additional items included in  
the price: \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



**Authorization:**

I/we confirm all information provided in this application and within submitted Appendices and documents is accurate and complete. I/we understand and agree that any information deemed to be purposefully inaccurate will result, in the Nova Scotia Fisheries and Aquaculture Loan Board's sole discretion, the immediate and full demand of any loan(s).

I/we hereby authorize the exchange of credit, production and landings information on the applicant(s) by the Nova Scotia Fisheries and Aquaculture Loan Board with any business(es) or individual(s) providing credit, insurance coverage, or with whom the applicant(s) has/have or propose to have financial arrangements with during the period of time the applicant(s) has/have a loan with the Board.

All information on the loan will be subject to the disclosure and protection of privacy provisions of the Nova Scotia Freedom of Information and Protection of Privacy Act. The consent is irrevocable during the period of time the applicant(s) has/have financial arrangements with the Board. As well, the applicant authorizes the Department of Fisheries and Oceans to provide the Board with his/her statistical fish catch information.

By initialing this box, I/we hereby authorize the exchange of application information between the Nova Scotia Fisheries and Aquaculture Loan Board and the Nova Scotia Provincial Coastal Resource Coordinator in my area.

\_\_\_\_\_  
Applicant  
*and/or Company President*

\_\_\_\_\_  
Company Secretary  
*(if applicable)*

\_\_\_\_\_  
Date

**Authorization for Electronic Funds Transfer (EFT)****Use this form to:**

- Start direct deposit payments to my account
- Start deduction of payments directly from my account in amounts specified in my loan agreement and/or payment schedule plus arrears interest if necessary.

**or**

- Change information previously submitted

Effective Date:    YYYY    MM    DD

**Contact Information**Current loan number(s), if applicable: Name: Address: Email: Phone: Contact Person: Title: **Confirmation of Deposit (only available for payments from the Board to you)**

By providing us with your e-mail address you will receive confirmation of deposit to your account.

E-mail address for confirmation of deposit: **OR**     I do not wish to receive confirmation**Bank Account Information**

Please attach a blank cheque with your bank information. Write void across the front.

Type of Account:     Chequing     Savings

Name / Nom P.O. Box / C.P. 000 City / Ville, Canada H0H 0H0	Cheque No. N° de chèque    0000000
Pay to the order of Payez à l'ordre de _____ \$ _____ Dollars	Signature 000000*0
Transit No. <input type="text"/> <input type="text"/>	Account No. <input type="text"/>

**VOID**

**For accounts without cheques:** Please have your bank complete the following:Type of Account:     Chequing     SavingsName of Account Holder: Financial Institution Name: Branch Address: 

Transit No.    Institution No.    Account No.

Teller Stamp: 

These instructions are effective until written notice to the contrary is given to your Loan Officer. This authorization/agreement may be cancelled at any time with notice being provided by any one of the undersigned, either in writing or orally with proper authorization to verify the identity of the person, within two weeks before the next payment date.

Authorized signature(s) Print Name(s) Date Customer #: 

office use only

9 **Fax, mail or email completed form and void cheque to:**

Nova Scotia Loan Board Accounting  
74 Research Drive, Bible Hill, NS B6L 2R2  
Phone: 902-893-6029 Fax: 902-895-7693  
Email: FLBNS@novascotia.ca

EFT004-2809