

APPLICATION FOR BRANCH EMERGENCY FUNDS



Branch Name & #: _____ Date: _____

In order to apply for Branch Emergency Funds (BEF) it is imperative that you supply proof of need. In addition to a fully completed application we will need;

- Bank Statements - actual bank statements for the past 3 months
- Financial Statement -most current financial statement

Hours of Operation prior to COVID 19 Closure:

Total Monthly Operating Revenue: _____

Total Monthly Operating Expenses: _____

Building Details:

Do you own your branch? Yes No

Do you have a mortgage? Yes No If yes monthly payment? _____

Do you rent? Yes No If yes monthly payment? _____

Major Monthly Expenditures Hydro \$ _____ Other \$ _____

Have you or will you be applying for the Canada Emergency Business Account (CEBA)?

Yes No If not why?

Amount of Funds Requested: _____

Please describe why you need these funds and how will they be used:

Please describe why you need these funds and how will they be used continued:

Lined area for describing the need for funds and their intended use.

(If you require additional space please add no more than one additional sheet)

If you are successful in obtaining BEF, we will require documentation from your branch that you have used these funds in the appropriate manner.

On behalf of our branch I guarantee that if successful in obtaining BEF they will be used as outlined in this application and that our branch will provide proof that they were used correctly.

Signature & Position

Print Name & Position

***Send completed application to Dawn Golding at dgolding@mbnwo.ca or fax to (204) 237-1775.*

CONTACT # where we can reach you with questions: _____