



BAHAMAS AGRICULTURAL & INDUSTRIAL COPORATION (BAIC)
BUSINESS PLAN APPLICATION
(All Information submitted is confidential)

Date: _____

1. APPLICANT(S) SPONSOR(S)

(If more than 2 applicants provide information of others on separate sheet)

(A) NAME: _____

STREET ADDRESS: _____

POSTAL ADDRESS: _____ E-MAIL _____

TELEPHONE: _____ (W) _____ (H)

(B) NAME: _____

STREET ADDRESS: _____

POSTAL ADDRESS: _____ E-MAIL _____

TELEPHONE: _____ (W) _____ (H)

2. PROJECTS (BUSINESS)

(A) **STATUS** (Check One): NEW EXISTING
[If existing a copy of financial statements is require]

(B) **SECTOR** (Check One):

AGRICULTURE FISHERIES MANUFACTURING
HANDICRAFT TOURISM SERVICE

(C) **BUSINESS NAME:** _____
[Provide a copy of Business License & Certificate of Company Name Registration]

(D) **LOCATION:** _____

(E) **OBJECTIVE:** [Indicate business activity you currently engage in or propose to engage in]

(F) PROJECT COST ESTIMATES AND FINANCING PLAN

COMPONENT	LOAN	EQUITY	TOTAL
LAND			
SITE PREPARATION			
BUILDINGS			
MACHINERY & EQUIPMENT			
OFFICE FURNITURE & EQUIPMENT			
VEHICLES			
MATERIAL/INVENTORY			
OTHERS			
TOTAL			
PERCENTAGE (%)			100%

[Provide pro-forma invoices/quotes for items required to start-up or expand business, also indicate items needing funding and those items you will purchase]

(G) COLLATERAL:

[Indicate what assets, if any, are being offered as security on the loan]

Component	Description	Market Value
Personal		
Private Guarantor		
Value of Assets		
Other		
Total		

3. ENVIRONMENTAL IMPACT ASSESSMENT

[Indicate how project will affect general community]

(A) PHYSICAL IMPACT (S): _____

(B) BIOLOGICAL IMPACT (S): _____

(C) HUMAN IMPACT (S): _____

4. ORGANIZATION STRUCTURE (Check One)

SOLE PROPRIETOR

PARTNERSHIP

CORPORATION

CO-OPERATIVE

5. MANAGEMENT

[Identify persons who will fill key positions in the business and provide resumes]

(A) **MANAGER:** _____

(B) **SUPERVISOR:** _____

(C) **ACCOUNTANT:** _____

(D) **STAFF:**

[Identify positions needed to carry out production or service work]

1. POSITION _____ (NO.) _____ (WAGE) _____

2. POSITION _____ (NO.) _____ (WAGE) _____

3. POSITION _____ (NO.) _____ (WAGE) _____

4. POSITION _____ (NO.) _____ (WAGE) _____

6. MARKET STRATEGIES

[Indicate how management will generate sales]

(A) **TARGET MARKET:**

PRIMARY: _____

SECONDARY: _____

(B) **COMPETITION:**

1. NAME: _____

LOCATION: _____

STRENGTHS: _____

WEAKNESS: _____

2. NAME: _____

LOCATION: _____

STRENGTHS: _____

WEAKNESS: _____

(C) **PRICING:**

DISCOUNTS: _____

PACKAGING: _____

OTHER: _____

(D) **PROMOTION:**

ADVERTISING: _____

SALES PROMOTION: _____

DIRECT MARKETING: _____

PUBLIC RELATIONS: _____

(E) **PLACEMENT:**

OUTLETS: _____

DISTRIBUTORS: _____

RETAILERS: _____

7. PROJECTIONS:

[Show breakdown of how sales will be generated from each product/service offered]

SALES:

1. PRODUCT/SERVICE: _____

SELLING PRICE: _____ PROJECTED SALES: _____

2. PRODUCT/SERVICE: _____

SELLING PRICE: _____ PROJECTED SALES: _____

3. PRODUCT/SERVICE: _____

SELLING PRICE: _____ PROJECTED SALES: _____

4. PRODUCT/SERVICE: _____

SELLING PRICE: _____ PROJECTED SALES: _____

**BAHAMAS AGRICULTURAL & INDUSTRIAL CORPORATION
BUSINESS PLAN APPLICATION
QUESTIONNAIRE**

Kindly submit the following, where applicable, with the business application form.

1. Resume on sponsor, key management & personnel (including education, training & business/work experience.
2. Character References (2)
3. Credit Reference
4. Passport Identification Information - First 4 pages (old passport) /Last 4 pages (new passport)
5. Quotation for equipment, supplies or stock
6. Insurance quotation (Including fire, theft & hurricane)
7. Contractors' estimates (3), where applicable
8. Approved Plans
9. Business License (Recent)
10. Memorandum & Articles of Association (Existing Business)
11. Certification of Incorporation/Name Registration (Existing Business)
12. Duty-free Permit
13. Marine/Quantity Survey Report
14. Appraisal of property
15. Lease/Rent Agreement
16. Sales Agreement
17. Public Transport/Service License
18. Captain's License
19. Franchise Agreement
20. Security/Collateral
21. Financial Statements (Audited where possible)
22. Contract Agreement
23. Cost of Production
24. Price List
25. Room Rate List
26. Menu List
27. Number of Sales Anticipated
28. Monthly Expenses
29. Investment to Date
30. Copy of existing insurance
31. OTHER: _____

Date Requested: _____

Applicant Signature: _____

Date Received: _____

Officer Signature: _____

Date: _____

Name: _____

Street Address: _____

Postal Address: _____

Telephone Contact: (Work) _____ (Home) _____

No.	QUESTION	YES	NO
1	Do you want to expand an existing business?		
2	Do you want to start a new business?		
3	Do you know what type of business you are engaged in or would like to engage in?		
4	Do you have a business name?		
5	Do you have the necessary approvals, licenses & certificates from the relevant government agencies (Business License, Health, Town Planning, National Insurance, etc.)?		
6	Do you have a business location or know where your business will be located?		
7	Have you identified items you need in order to establish or expand your business?		
8	Do you have quotations, pro-forma invoices from suppliers showing the dollar value of all items?		
9	Do you know who will manage your business & if the persons identified have any training or work experience in the business you engage in or will engage in?		
10	Do you have sufficient collateral/security to cover the loan amount you need?		
11	Do you know who you will sell your product or service to, who your competitors are, how you will price your product or service, how you will promote your business, and how your customers can purchase your product or service?		

RECOMMENDATIONS: (Official Use Only):

1. _____
2. _____
3. _____
4. _____
5. _____