**Business Plan Submission Form**

Kindly choose the funding window for which you are submitting your application:

* Spring Call for Business Proposals
* Creative Sector Funding

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of the project | Name of the Promoter | Business type | | Proposed location |
|  |  |  | |  |
| Business ownership: |  | | | |
| Project overview |  | | | |
| Promoters qualification and experiences |  | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Loan required from Loden Foundation (Nu) | Fund received from other financial institutions (Nu) | Additional fund to be received from other sources (Nu) | Owner’s contribution (Nu) | Total cost of the Business (Nu) | |  | Name:  Amount:  Name:  Amount: | Name:  Amount:  Name:  Amount: |  |  |   **Investment plan** | | | | |
| **Particulars** | | | **Amount (BTN)** | |
| Machinery used in production.  (Full itemized details of all machinery to be acquired, including quotes from suppliers)  1.  2.  3. | | | **Cost per item**  1.  2.  3. | |
| *Details of Working capital required (including raw materials, labour cost and overheads)*  1.  2.  3. | | | **Cost by Category**  1.  2.  3. | |
| *Construction cost for premises(if required)*  *(*Include materials,labour costs and any professional fees such as architect. Provide quote from any builder to be retained)  1.  2.  3. | | | **Cost**  1.  2.  3. | |
| *Any other equipment required, such as vehicle, office*  1.  2.  3. | | | Cost Per Item  1.  2.  3. | |
| Others, (eg. purchase of animals, saplings, land preparation)  1.  2.  3. | | | **Rate (Nu)**  1.  2.  3. | |

**Declaration:** I, hereby, declare that the information given herein is true and correct to the best of my knowledge. I also declare and understand that the Loden Foundation reserves the right to keep all my documents (soft and hard copies) for their official record whether my proposal is selected or not.

**Marital Status**: Please tick (√): Single [ ] or Married [ ] or Divorced [ ]

Document checklist (Please tick):

1. Business proposal [ ]
2. Business Plan Submission Form [ ]
3. Curriculum Vitae (CV) [ ]
4. Personal Statement [ ]
5. CIB report (if married, submit spouse’s CIB) [ ]
6. Citizen Identity Card (CID) copy [ ]

**Note 1:** We also encourage you to submit supporting documents such as lease approvals for land, proforma invoices of machinery & equipment and applicable recommendation letters proving proficiency or recognitions etc.

Submitted by:

(Signature with legal stamp):

Name:

Date submitted:

Mobile phone number:

Email address: