

Triodos Bank.

What information will I need to provide to apply for finance?

Mission Fit

- An overview of the organisation to include history (incl. incorporation date), entity type, key objectives / mission and day to day activities / services provided/ number of employees
- Please provide biographies of individuals who are central to the organisation's/project's success to include experience / qualifications / duties and responsibilities
- In the case of renovation / refurbishment, please include details of individuals involved in managing / overseeing including project managers / QS / Architect / Contractors
- Details of how the organisation is having a positive social / cultural and environmental impact within the sector you operate in
- Tell us about the market or area in which the project will be active
- Who benefits from services provided and how?
- Tell us who your main competitors are and what makes you different
- The (potential) impact of net zero or climate change on your business
- Your approach to diversity and inclusion (in your own organisation and/or in the way that you deliver impact)

Basic details of request

- Explain why you need a loan and what it will be used for
- The amount you require and a breakdown of the costs i.e. purchase price / construction cost / legal costs
- Total costs involved. Please provide a breakdown of total costs and how the costs will be funded (i.e. cash contribution / grants / soft loans etc) Please provide evidence of your funding e.g. bank statements, grant documents
- Where costs are funded by grants / other loans / finance, please provide details of terms / conditions relating to funding and any repayment terms
- If all or part of the funds are required for renovation / refurbishment works, a detailed schedule of works along with breakdown of costs and whether these are based on estimates or firm quotes
- In the case of renovation /refurbishment, please confirm if planning permission is required, and if so has it been approved. Please provide a copy
- Details of whether you require funds in one lump sum or in stages and if so, how many and over what timeframe (Please note we offer a maximum of 3 stages)
- What are your timescales / when do you require funds?
- Over what term will you require the loan? (max. 25 years)
- Are you looking for a variable or fixed interest rate?
- Repayment frequency (will you be repaying monthly, quarterly or annually?)
- Will you require an initial interest only period and why?

Financial Information

- Any accounts you may have for the past three years (P&L and Balance sheet)
- Up to date Management Information (P&L from last financial year end to date)
- Financial forecasts, including 1 year's monthly cashflow and profit and loss accounts for 2. years along with detailed assumptions for forecasted figures
- Statement of Assets and Liabilities (attached)
- Please include your assumptions to support your financial information.
- Please comment on any losses or unusual activity in the past accounts.
- Please explain how / why your projections are achievable

Collateral / assets available to secure the loan

- Provide us with details of what security is available – i.e. type of asset and approximate value.
- Is the asset used to secure debt elsewhere?

- In the case of property, please provide
 - i) full address
 - ii) nature of property and current use and confirmation that all necessary licences and permissions are in place
 - iii) Where any part of the property is sub-let / subject to occupancy agreements – please provide details
 - iv) Environmental credentials of property to be used as collateral. Energy efficient – is an EPC available? Is the property energy efficient / is there renewable energy on site? What plans, if any, do you have to improve the energy efficient / reduce carbon footprint

Risks

- Please outline the key financial / operational risks to the organisation and what measures have been implemented to mitigate risk. Does the organisation have a risk register?

Telephone: 0330 355 0355
www.triodos.co.uk

Calls to and from Triodos Bank may be recorded for training and monitoring purposes.

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