

## General Application Information

Please complete the application and return it to your Loan Officer. Applications are processed on the basis of a security appraisal, an assessment of the farming program and the information contained in the application. This assessment has to be completed before the application can be presented to the Board.

The following information may assist in completing the application.

1. **Applicants:** (please check one of the following)
  - Sole Proprietor:** The signature of the individual providing the management and labour for the direct, daily operation of the operation is required. The loan documents will be in the name of the person on the application.
  - Joint Tenancy (for spouses):** Both spouses must sign the application form and complete the personal information sections beginning on Page 2.
  - Partnership:** Each partner must complete the personal information sections beginning on Page 2. A formal, legal Partnership Agreement is required. All parties will be on the Mortgage document. All partners will be required to sign the loan documents.
  - Incorporated Business:** All shareholders must complete the personal information sections beginning on Page 2. The application must be signed by the signing officers. A Certificate of Status from the Registrar of Joint Stock Companies, an authorized borrowing resolution, a list of shareholders and share ownership, and a list of Directors and signing officers of the Company must be provided to the Board. A copy of the Shareholders Agreement must be attached.

2.

Service Fees:

|  |
|--|
| <b>➡ Loans:</b>  |
| 1. ¼ of 1% of the amount of loan with a minimum fee of \$320.40 and a maximum fee of \$1,068 |
| 2. For loans of \$1,000,000 or more, the fee shall be \$1,281                                |
| <b>➡ Reamortization of Loans:</b>  |
| 1. ⅛ of 1% of the loan balance with a minimum fee of \$213.60 and a maximum fee of \$320.40  |

3. **The Application:** Please complete all areas personally. You may also wish to attach a personal statement of your intentions or provide any information you wish to assist in the processing of the application. You will be notified of the Board's decision after the application has been reviewed.
4. **Group Life Insurance:** The Group Life Insurance premium is .20¢/\$1,000./month. Your loan upon approval will be life insured to a maximum loan balance of \$250,000. You may apply for optional insurance on any applicant to a maximum loan balance of \$500,000. If additional insurance is requested please ask for an application from your loan officer. **Please** note that the optional coverage must be approved by Sun Life. You will be advised of their decision following Sun Life's review of your application.

**Please note:** spousal insurance coverage is available upon request if the spouse is a borrower.

|                  |  |                  |  |
|------------------|--|------------------|--|
| <i>Farm Name</i> |  | <i>Commodity</i> |  |
|------------------|--|------------------|--|

Please check one of the following:

Sole Proprietorship  Joint Tenancy / Spouses  Partnership  Company

➤ Personal Information

|  |   |   |            |                                |             |
|--|---|---|------------|--------------------------------|-------------|
| Surname  |   | First                                     |            | Second                         |             |
| Street # / Civic Address   |   |   |            |                                |             |
| R.R. / Mailing Address   |   |   |            |                                |             |
| Postal Code  |   | Telephone Number                          |            | Date of Birth - Month-Day-Year |             |
| ·  | · | ·   | ·          | M                              | M           |
| ·  | · | ·   | ·          | D                              | D           |
| ·  | · | ·   | ·          | Y                              | Y           |
| Social Insurance Number  |   |   | ↓ Circle ↓ | Marital Status                 | ↓ Specify ↓ |
| ·  | · | ·   | Married    | Single                         | Common Law  |
| ·  | · | ·   | Other      |                                |             |
| If Marital Status is Common Law - Do you have a Registered Domestic Partnership Agreement - Yes <input type="checkbox"/> ; No <input type="checkbox"/> |   |   |            |                                |             |
| Spouse ↓ Name ↓ First and Last   |   | Spouse ↓ Date of Birth - Month-Day-Year ↓ |            | # Dependent Children           |             |
| .....  |   | M M D D Y Y                               |            | M                              | F           |
| Fax Number   |   | E-mail                                    |            |                                |             |

➤ Education / Special Training

|  |
|--|
| Describe formal education and any special training acquired related to the Agricultural Industry |
|  |
|  |

➤ Farm and Work Experience

|  |
|--|
| Describe work and farm experience and period of employment |
|  |
|  |
|  |

➤ Personal Assets

|                       |    |                   |    |
|-----------------------|----|-------------------|----|
| Cash / Savings        | \$ | Other Real Estate | \$ |
| Stock, Bonds & RRSP's | \$ | Other             | \$ |

➤ References

| Name | Address | Occupation | Telephone |
|------|---------|------------|-----------|
|      |         |            |           |
|      |         |            |           |
|      |         |            |           |

**Applicant No. 2**

➤ **Personal Information**

|  |  |  |  |                                       |  |
|--|--|--|--|---------------------------------------|--|
| <b>Surname</b>   |  | <b>First</b>                                     |  | <b>Second</b>                         |  |
| <b>Street # / Civic Address</b>  |  |  |  |                                       |  |
| <b>R.R. / Mailing Address</b>  |  |  |  |                                       |  |
| <b>Postal Code</b>   |  | <b>Telephone Number</b>                          |  | <b>Date of Birth - Month-Day-Year</b> |  |
|  |  |  |  | M                                     | M  |
|  |  |  |  | D                                     | D  |
|  |  |  |  | Y                                     | Y  |
| <b>Social Insurance Number</b>   |  |  | ↓ <b>Circle</b> ↓<br>Married      Single |                                       | <b>Marital Status</b><br>Common Law      Other |
| ↓ <b>Specify</b> ↓<br>If Marital Status is Common Law - Do you have a Registered Domestic Partnership Agreement - Yes <input type="checkbox"/> ; No <input type="checkbox"/> |  |  |  |                                       |  |
| <b>Spouse ↓ Name ↓ First and Last</b>  |  | <b>Spouse ↓ Date of Birth - Month-Day-Year ↓</b> |  | <b># Dependent Children</b>           |  |
|  |  | M   M   D   D   Y   Y                            |  | M      F                              |  |
| <b>Fax Number</b>  |  | <b>E-mail</b>                                    |  |                                       |  |

➤ **Education / Special Training**

|   |
|---|
| <b>Describe formal education and any special training acquired related to the Agricultural Industry</b> |
|   |
|   |
|   |

➤ **Farm and Work Experience**

|   |
|---|
| <b>Describe work and farm experience and period of employment</b> |
|   |
|   |
|   |
|   |

➤ **Personal Assets**

|                                  |    |                          |    |
|----------------------------------|----|--------------------------|----|
| <b>Cash / Savings</b>            | \$ | <b>Other Real Estate</b> | \$ |
| <b>Stock, Bonds &amp; RRSP's</b> | \$ | <b>Other</b>             | \$ |

➤ **References**

|             |                |                   |                  |
|-------------|----------------|-------------------|------------------|
| <b>Name</b> | <b>Address</b> | <b>Occupation</b> | <b>Telephone</b> |
|             |                |                   |                  |
|             |                |                   |                  |
|             |                |                   |                  |

**↪ Project/s - Purpose of Loan**

Describe in detail the purpose/s for which the loan is required. Attach an additional page if required to develop the loan proposal

| Description of Project | Project Cost | Other Funds |                          | Loan Required |
|------------------------|--------------|-------------|--------------------------|---------------|
|                        |              | Source      | Amount                   |               |
|                        | \$           |             | \$                       | \$            |
|                        | \$           |             | \$                       | \$            |
|                        | \$           |             | \$                       | \$            |
|                        | \$           |             | \$                       | \$            |
|                        |              |             | Legal Fees ▶             | \$            |
|                        |              |             | Total Loan Applied For ▶ | \$            |

**↪ Loan Repayment Schedule**

| Repayment Period      | No. of Yrs. to pay out loan ▶ | Please circle your preferred method of payment |                 |
|-----------------------|-------------------------------|--|-----------------|
| Payments (Circle One) | Monthly; Half-Yearly; Yearly  | Pre-authorized Payments                        | Dairy Check Off |
| Payment Due Date      | Month ▶ Yr. ▶                 | On Account                                     |                 |

**↪ Disbursement of Loan** (Details to be arranged at time of appraisal)

I request that if my application for a loan in the amount of \$\_\_\_\_\_ is approved, the funds will be disbursed as follows:

|       |  |
|-------|--|
| 1. \$ |  |
| 2. \$ |  |
| 3. \$ |  |

I/we hereby authorize the exchange of credit, quota and production information on the applicant by the Nova Scotia Farm Loan Board with any agency or commodity board providing credit and/or production quota with whom the applicant has, or propose to have financial or marketing arrangements with during the period of time the applicant has 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 has financial arrangements with the Board.

Date:   x   Signed:   x    
 Applicant  
  x    
 Applicant (please also sign Liabilities on Page 5)

*Liabilities*

| Creditor Name and Address | Purpose of Loan and Security | Year Incurred | Term | Rate | P'mt Schedule | Max. Amount Borrowed | Balance Owning |
|---------------------------|------------------------------|---------------|------|------|---------------|----------------------|----------------|
|---------------------------|------------------------------|---------------|------|------|---------------|----------------------|----------------|

**Current** - Repayment terms less than 12 months

|                                       |  |  |  |  |  |    |    |
|---------------------------------------|--|--|--|--|--|----|----|
| Operating Loan                        |  |  |  |  |  | \$ | \$ |
| Accounts Payable                      |  |  |  |  |  | \$ | \$ |
|                                       |  |  |  |  |  | \$ | \$ |
|                                       |  |  |  |  |  | \$ | \$ |
| <b>Total Current Liabilities &gt;</b> |  |  |  |  |  |    | \$ |

**Intermediate** - Repayment terms of 1 to 10 years

|  |  |  |  |  |  |    |    |
|--|--|--|--|--|--|----|----|
|  |  |  |  |  |  | \$ | \$ |
|  |  |  |  |  |  | \$ | \$ |
|  |  |  |  |  |  | \$ | \$ |
| <b>Total Intermediate Liabilities &gt;</b> |  |  |  |  |  |    | \$ |

**Long Term** - Repayment terms over 10 years

|   |  |  |  |  |  |    |    |
|---|--|--|--|--|--|----|----|
|   |  |  |  |  |  | \$ | \$ |
|   |  |  |  |  |  | \$ | \$ |
|   |  |  |  |  |  | \$ | \$ |
|   |  |  |  |  |  | \$ | \$ |
| <b>Total Long Term Liabilities &gt;</b> |  |  |  |  |  |    | \$ |

**Liabilities Total >** \$

**I Certify that this statement of liability and security provided is accurate and complete. I have disclosed all environmental issues that impact on the securities provided to and held by the Board.**

**x**

|         |                 |
|---------|-----------------|
| (signed | Date > <b>x</b> |
|---------|-----------------|

➤ **Farm Program** (Please include cropping and livestock programs)

|   |
|---|
| <b>Description of present farm program</b>  |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
| <b>Please attach your most recent financial statements and your most recent income tax return or pay stub verifying source and amount of non-farm income. Interim financial statements and/or financial plan / budget may also be required.</b> |

|  |
|--|
| <b>Comments regarding impact of loan and future development plans.</b> |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

↪ Farm Assets

|                     |    |       |    |
|---------------------|----|-------|----|
| Cash, Bank Deposits | \$ | NISA  | \$ |
| Accounts Receivable | \$ | Other | \$ |

↪ Livestock

| Description                  | No. | \$ /Head                 | Total Value |
|------------------------------|-----|--------------------------|-------------|
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
|                              |     | \$                       | \$          |
| <b>Total No. Livestock ▶</b> |     | <b>Livestock Total ▶</b> | \$          |

↪ Crop / Feed / Supplies Inventory

| Description | Unit | \$ /Unit       | Total Value |
|-------------|------|----------------|-------------|
|             |      | \$             | \$          |
|             |      | \$             | \$          |
|             |      | \$             | \$          |
|             |      | \$             | \$          |
|             |      | \$             | \$          |
|             |      | \$             | \$          |
|             |      | <b>Total ▶</b> | \$          |

↪ Quota

| Description | Amount | Unit                 | Market Value |
|-------------|--------|----------------------|--------------|
|             |        |                      | \$           |
|             |        |                      | \$           |
|             |        |                      | \$           |
|             |        | <b>Quota Total ▶</b> | \$           |

☛ Machinery and Equipment

| Year                                   | Item / Make / Model | Serial No. | Est. Value |
|--|---------------------|------------|------------|
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
|  |                     |            | \$         |
| <b>Machinery and Equipment Total ▶</b> |                     |            | \$         |

(attach additional page if necessary)



Real Estate

☞ Land ▾

| Nova Scotia Farm Loan Board Security |       |                     |          |
|--------------------------------------|-------|---------------------|----------|
| Type                                 | Acres | \$ /Acre            | Total \$ |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
|                                      |       |                     | \$       |
| <b>Total Acres ▶</b>                 |       | <b>Land Total ▶</b> | \$       |

Not Held as Nova Scotia Farm Loan Board Security

| Type                 | Acres | \$ /Acre            | Total \$ |
|----------------------|-------|---------------------|----------|
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
|                      |       |                     | \$       |
| <b>Total Acres ▶</b> |       | <b>Land Total ▶</b> | \$       |



**☞ Fire Insurance**

If this application is approved fire insurance coverage as follows, with loss, if any, assigned to the Nova Scotia Farm Loan Board must be arranged.

Existing Buildings:

|       |    |
|-------|----|
| House | \$ |
|       | \$ |
|       | \$ |
|       | \$ |
|       | \$ |
|       | \$ |

**☞ When application is for funds to construct a new building**

Fire insurance must be arranged on the new building and equipment in an amount of \$ \_\_\_\_\_ with loss, if any, assigned to the Board, at such time when 40 percent of the funds allocated by the Board have been disbursed. If the application is approved to construct a new building or to make an addition to a building, that you are required to obtain a building permit from the Municipal Office in the County where you live.

**☞ Life Insurance**

| Person/s | Amount |
|----------|--------|
|          |        |
|          |        |
|          |        |
|          |        |
|          |        |

**☞ Solicitor of Choice**

|                                   |                          |   |           |
|-----------------------------------|--------------------------|---|-----------|
| <b>Solicitor of Choice</b>        |                          | Name ▶  |           |
| Firm/Address ▶                    |                          |   |           |
| Postal Code ▶                     |                          | Phone No. ▶   | Fax No. ▶ |
| <b>Legal Fees:</b><br>(Check one) | <input type="checkbox"/> | I/We are responsible to pay all legal fees associated with this loan directly to my/our solicitor |           |
|                                   | <input type="checkbox"/> | Legal fees will become part of the loan request   |           |

**☞ Bank Information**

|                            |  |                 |  |
|----------------------------|--|-----------------|--|
| <b>Lending Institution</b> |  | <b>Location</b> |  |
|----------------------------|--|-----------------|--|

| Loan Application Check List   |   |            | Please Check One |     |
|---|---|------------|------------------|-----|
|   |   |            | Yes              | N/A |
| <i>Company/Partnership Shareholders</i>                                       | % | No. Shares |                  |     |
| (1)   |   |            |                  |     |
| (2)   |   |            |                  |     |
| (3)   |   |            |                  |     |
| (4)   |   |            |                  |     |
| <i>Signing Officers</i>   |   |            |                  |     |
| (1)   |   |            |                  |     |
| (2)   |   |            |                  |     |
| (3)   |   |            |                  |     |
| Insurance Form(s) completed and signed including social insurance number(s)   |   |            |                  |     |
| New Entrant's Application and Requirements / copy of Approval form to Colleen |   |            |                  |     |
| Statement of Farm Income and Expenses attached                                |   |            |                  |     |
| Cash Flow if requested  |   |            |                  |     |
| Business Plan if requested  |   |            |                  |     |
| <i>For Land Purchases:</i>  |   |            |                  |     |
| Owner's Offer to Sell / Description of Farm                                   |   |            |                  |     |
| Copy of Deed with recording information                                       |   |            |                  |     |
| Sketch of property to be purchased  |   |            |                  |     |
| Lots identified on Air Photo  |   |            |                  |     |
| <i>Additional Comments:</i>   |   |            |                  |     |
|   |   |            |                  |     |
|   |   |            |                  |     |
|   |   |            |                  |     |
|   |   |            |                  |     |
|   |   |            |                  |     |
|   |   |            |                  |     |

---

---

# PRE-AUTHORIZED PAYMENTS FOR YOUR LOAN ACCOUNT

## Here's how pre-authorized payments work

It's a modern, easy method to make those recurring bill payments without the inconvenience of cheque writing and the cost of postage or that trip to pay your bills

### It's Convenient

The pre-authorized payment method eliminates the need for you to write cheques each month for your regular payments. It is also easier than post dated cheques.

### It's Economical

One authorization is all that is required for a series of payments to be made automatically through your bank or financial institution chequing account. This means reduced costs (postage, travel, time, etc.). We charge no fee for this service.

### It's Secure

With pre-authorized payments there are no cheques to get lost or stolen. You avoid the embarrassment of missed payments, and the interest charged on late payments as a result. You may stop payment at any time if you feel the necessity to do so.

### It's Assured

If you are away on vacation, out of town on business or sick, your payments will be made on time. Even postal disruptions will not prevent your bill payments from reaching their destinations on time.

### *Answers to some of the questions you may ask*

1. Should an incorrect amount be processed against your account, it will be corrected when you advise us.
2. If a payment processed against your account is not in accordance with the authorization, because you cancelled the authorization in writing to us, because an authorization was not provided to us for the payment processed, or because the payment was in error and posted to the wrong account, or there was some other error, then you can call us to correct the error. If you are not satisfied with our response then you can contact your bank by writing to your branch manager any time up to 90 days after your account is debited for the payment, to return the payment to you.
3. Should you move your account from one bank or branch to another, advise us of the change and we will arrange a new agreement with you so payments can continue uninterrupted.
4. You continue to have control just as with cheques you have written. You can instruct the branch to stop payment before it goes through your account and you can discontinue payment altogether, if desired, by advising us in writing.

### What about your records?

Your payments are recorded automatically and individually on your monthly bank statement or passbook. You can also continue to enter your pre-authorized payments in your personal cheque record book as if you had written and mailed a cheque.

### What about our records?

Here's where we need your help. Please complete the information required on the authorization form on the back of this form and return it to us along with one of your personal cheques marked **VOID**. Please take 30 seconds and do it right now. From then on it's good-bye to writing cheques.



## Payment Authorization

Check here and provide the information requested below to permit loan payments to be directly debited from your account in the amount established in the final loan agreement:

check here

This authorization may be cancelled at any time by providing written notice at least 1 week prior to the next payment due date. Please attach a blank cheque (marked void) to the space allotted to provide the necessary banking information. Signing officers to the account must match and be included in the signatories to this loan request.

Attach 'void' cheque here

# Void

**Client Name(s):** \_\_\_\_\_ **Loan #:** \_\_\_\_\_

I/We (the above noted client) authorize NSAF to debit my/our account indicated above, in the amount

of \$ \_\_\_\_\_ on the \_\_\_\_\_ day of each month: (choose one of the following two options);

until my loan is paid out or I/we request a change,

or

for \_\_\_\_\_ months,

effective for payments dated \_\_\_\_\_ or later.

Client Signature: \_\_\_\_\_