

techcenter@UMBC

APPLICATION FOR ADMISSION

(Information submitted will be held in confidence and used only for purposes of evaluation for admittance to the techcenter@UMBC Business Incubator)

1) Business Name

Principal Officer(s) and Title(s)

Telephone Number

Fax Number

E-mail

Address

2) A. Nature of Business (brief description of product/service and why your product/service will be successful): nature of market; submit product brochures and company literature if available. Complete attached one page Executive Summary.

B. What intellectual property do you have, and who owns the rights to it?

3) Brief Background of Principal Officers (append resumes). List at least two previous employers and contacts.

4) Date Business Established

5) Current Status of Business (e.g., working on prototype, product in advanced development, etc.)

6) What is the legal structure of your company?

Sub-S LLC Corp. Other

7) Number of Employees (including principal officer)

Full-time Part-time

8) Anticipated number of new jobs created

Year 1

Year 2

Year 3

- 9) Type and Amounts of Financing to Date:
- A. Complete attached Sources and Uses Statement for next 18 month period.
 - B. Attach your cash flow statements for the next 12 months.
 - C. A personal financial statement may be required.

- 10) Status of Business Plan/Marketing Plan.

Business/Marketing Plan Completed and Available for Review. Please attach.

Business/Marketing Plan in Preparation. Date Available:

Business/Marketing Plan Not Started

- 11) Do you need help in writing a business/marketing plan? Yes No

- 12) What types of business assistance do you believe your company needs?

- 13) Will your company be seeking potential UMBC collaboration? Please define:

Research and Development with Faculty

Student Internship

Student employment

Other

- 14) Approximate Space Requirements

Square Feet - Office

Square Feet - Labs

Square Feet - Other (Specify)

15) Special Facility Requirements (electrical, ventilation, floor load, etc.)

16) Approximate Date You Desire to Locate in the techcenter@UMBC?

NAME:

SIGNATURE:

TITLE:

DATE:

Please return application to:

techcenter@UMBC
1450 South Rolling Road
Baltimore, MD 21227
Telephone: 410-455-5900
FAX: 410-455-5901
E-mail: schulz@umbc.edu

application.web
061004

techcenter@UMBC
One Page Executive Summary

Business Name:

Address

Phone:

Fax:

Email:

Business Description:

Distribution Channels :

Competition:

Company Background:

Management:

Product/Services:

Number of Employees:

Auditor:

Law Firm:

Technologies/Special Know-How:

Bank:

Advisors:

Markets:

Current Investors:

Amount:

Industry:

Amount of Financing Sought:

Use of Funds:

Fiscal Year End

**Year 1
projection**

**Year 2
projection**

**Year 3
projection**

Revenue

EBIT¹

businessdescription.pat

041003

¹ Earnings Before Interest and Taxes

**techcenter@UMBC
INCUBATOR PROGRAM**

**ESTIMATED SOURCES AND USES OF PROPOSED PROJECT COSTS
FOR 12 MONTHS FROM DATE OF ADMISSION**

(Round to the Nearest Thousand \$)

SOURCES	AMOUNT	USES	AMOUNT
1. State Loans:		1. Start up costs:	
a.		a. R&D	
b.		b. Working Capital	
c.		c. Personnel	
2. Federal Loans:		d. Other:	
a.		2. Incubator Fees	
b.		3. Machinery and Equipment	
c.		4. Working Capital	
3. Subordinated Debt		5. Revolving Lines of Credit	
a.		6. Contracts	
b.		7. Leasehold Improvements	
c.		8. Furniture and Fixtures	
4. Equity Investments		9. Inventory	
5. Bank Loans: (Attach Commitment Letters)		10. Soft Costs (studies, etc.)	
a.		11. Standby Letter of Credit	
b.		12. Trade Credit Lines	
c.		13. Franchise Fees	
6. Other Sources		14. Stock Purchase	
a. Government Grants		15. Refinancing	
b. Other Incentives		16. Relocation/Moving	
7. Cash From Operations		17. Employee/Recruitment Training	
8. Other:		a. new	
		b. existing	
		18. Other uses	
Total Sources:		Total Uses:	
Net:			