**Suffolk FA Loan Scheme – Application Form**

Contact Name: Role Title:   
  
Email & Telephone:   
  
Name of Club/Facility:   
  
Legal Status: Company Reg. Number\*: VAT Number\*:   
  
Exact Name of Main Bank Account:   
  
Name of Bank: Account number: Sort Code:   
\*If applicable

We welcome applications of any amount up to the maximum of £3,000. **Amount requested £**

|  |  |  |
| --- | --- | --- |
| **Please confirm you have submitted the following with your application** | Yes | No |
| 1. A completed Suffolk FA Loan Scheme Application Form |  |  |
| 1. Latest set of full year accounts (to include monthly management accounts for all accounts) |  |  |
| 1. Current Bank Statements for all accounts |  |  |
| 1. Minimum 6-month cashflow forecast (template included or your own cashflow forecast detailing the same would be acceptable) |  |  |
| 1. Evidence of outstanding bills & contracts |  |  |
| 1. A covering letter outlining the current financial situation at the club/facility and detailing how  the applicant satisfies the Criteria for Assessment |  |  |

**Criteria for Assessment:**

* Application must be from a club who have competed their affiliation to Suffolk FA for the 2020/21 season, or a community facility which hosts one or more clubs who have completed their affiliation to Suffolk FA for the 2020/21 season.
* The applicant does not have assets that could be used (e.g. sufficient financial reserves or assets) or is applying for a project which is eligible for other funding
* Measures have been exhausted to reduce expenditure

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Registered in England No

3831570

VAT Registration No

785 700605

* All government and local authority assistance has been exhausted
* The applicant has looked to increase income by other means (ref: Suffolk FA ‘Support for Clubs’ guide)
* The applicant has provided a comprehensive plan demonstrating how and under what timescale the loan will be repaid
* The applicant is prepared to action any governance or financial management advice offered by Suffolk FA

I confirm the above and all documentation submitted as part of the application is correct and the club meets and agrees to the criteria for assessment.

Signed:   
  
  
Date: