



CUMBRIA RURAL SMALL BUILDINGS SCHEME

INITIAL ENQUIRY FORM

(*delete as applicable)

Name & address of applicant:	Name and address of the person dealing with this application (if different)
Tel No.:	Tel No.:
e-mail:	e-mail:
Classification: (e.g. sole trader, limited co., charitable trust)	
No. of employees (full-time equivalent):	
Location of property (include ward or parish name if known):	
Please provide a recent photo of the property.	
What is the current use of the property?	
Please state the gross floor-space in square metres:	
Please state floor space to be improved in square metres:	
Is the property leasehold/freehold*	
If leasehold, give length of unexpired lease:	
Brief outline of project including new business use:	

Do you have planning permission? – Yes/No*

If no, have you discussed this with a local planning officer? What were his/her comments?

When do you intend to submit a planning application (if required)?

Do you have an estimate of the likely costs of conversion at this stage? How do you intend to fund the project? Please provide at least outline figures.

Are you in the process of applying for a loan or grant from any other source of public funding (excluding agricultural subsidies)? If so, please provide details.

How many new jobs do you expect this project to create? (Please differentiate between full and part-time, specify the types of job and approximate wage level p.a.)

What is your expected timescale for this project to completion?

Build start:

Completion:

Do you have a Business Plan for the project? – Yes/No*

Would you need a business counsellor to help you with your Business Plan and cash flow forecasts for this project? - Yes/No*

State Aid

Small and Medium Sized Enterprises: If your enterprise is a private business please confirm:

	True	False
Your company employs less than 250 employees worldwide		
Your company as a whole has either an annual turnover of less than €50m or a balance sheet total of less than €43m		
No large company (i.e. those which exceed the quantifiable indicators above) has a stake holding above 25% in you company		

Previous Aid: Give details below of any grant aid, R & D Training or reduced cost business consultancy/advice which your company has received from any public source over the last 3 years (Note: farming subsidies do not need to be declared):

Aid Giving Body	Name of Scheme	Amount of Aid	Date

Declaration by the Applicant

I declare that:

To the best of my knowledge and belief, the information given on this form and in any supporting material is correct;

Signed**Dated****PRINT NAME****For Office Use Only:****Date received:** _____**Reviewed by:** _____**Date:** _____**Comments:****Send application form? – Yes/No**

Please note that your information will be treated as confidential, but that it will be held on a database.

Please return to: Cumbria Rural Enterprise Agency
Enterprise Centre
Mint Bridge Road
Kendal
Cumbria, LA9 6NH

Supported by

