

Business Proposal



Outline your proposed business plan, detailing the product or services to be provided, the costs associated with the project, and the expected outcomes.

Business Overview

BUSINESS NAME	What's the name of the existing or proposed business?
CATEGORY	What category does your business fall under?
ADDRESS	Business address if available; personal if not.
WEBSITE/SOCIALS	Links to existing website/socials.
EMAIL	Business email if available; personal if not.
PHONE	Business phone if available; personal if not.
NAME OF APPLICANT	Name of all business owners.

How did you hear about us?

Business Description

Brief Description

Describe your business in one or two sentences.

Objectives

What are your long-term goals with this business?

Strategic Advantage

How is your product/service unique? Why is it needed/how will it benefit the community?

Business History

What is the current stage of your company? (pre-seed, seed, growth, later-stage) Please give a brief overview of how this business/idea got started.

Business Ownership

Are you a Sole Proprietorship, Partnership, or Corporation? Are you a minority or women-owned enterprise?

Business Assistance

What are the top 3 areas of assistance you are most in need of?

- Strategy Support
- Marketing Support
- Retail Space
- Product Support
- Branding Support
- Financial Guidance
- Technical Assistance
- Access to Resources
- Entrepreneurship Community
- Investor Relations
- Other _____

Business Snapshot

Financial Status

How much money do you have invested into the business? How much funding have you received? (if applicable)

How do you plan to finance this business?

Last year's total sales (if applicable)

Last year's total profit (if applicable)

Team

Please list all principals:

Are you the license holder of an intellectual property right?

Number of employees today:

Project number in twelve months:

Does your business or any of the principals have pending lawsuits?

Have you ever declared bankruptcy?

Have you or any of your principals been charged with or arrested for a criminal offense?

Supporting Documents

You are not required to submit the following with your application, but if you have any of the following, it will help us evaluate your business and make your application stronger. Attach with your application.

Resumes of Management Team | Business Plan | Branding Materials | Marketing Materials | Financial Statements | Pitch Deck for Investors | Product Photos | Comparable Examples |

The Process

Please send completed application to ashley@livebuchanan.com with the subject line: Business Incubator Application. The board of directors at LiveBuchanan will review your application and you will be notified if your business is eligible for consideration. If eligible, an appointment will be scheduled for a site visit and to discuss your application. You will need to then submit a copy of your basic business plan, including financial statements.

The incubator management team will review your application and all supporting documentation, and you will be notified of their decision within two weeks of meeting. If your application is approved and you do not have a formal business plan, you will be expected to create one within 3 months of starting the incubation program. We can help you with your business plan.

Questions can be submitted to ashley@livebuchanan.com

I acknowledge the information provided in this application is accurate. I also understand my information will only be shared with the board members of LiveBuchanan and its incubator management team.

Signature: _____

Date: _____

*Live***BUCHANAN**

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