

## Section 1: Applicant Contact Information

Name of Municipality or Conservation & Development Area Authority (CDAA):

Contact Person:	Title:
Street Address:	Town or City:
Province:	Postal Code:
Business Telephone:	Cell or Other Phone:
Email Address:	Fax Number:

## Section 2: Required Document Checklist

**REQUIRED:**

Certified & Sealed Copy of Borrowing Resolution	[CDAA only] Certified Copy of Maps showing Proposed Work
Current Budget	[CDAA only] List of Benefitting Lands and their acreages
Most Recent Audited Financial Statements (AFS)	

**IF APPLICABLE:**

- Draft Financial Statements (provide if the prior year AFS is not available)
- Schedule of Existing Debt and Existing Debt Repayment Schedule
- Proposed Debt Repayment Schedule and Repayment Plan (or complete Section 4A)
- Required Permits, Approvals and Grant Confirmation(s)
- Copy of Loan Guarantee and/or Bylaw Draft for Agreement and/or Letters of Commitment (if applicable)

## Section 3: Application Details

1. Borrowing Type:    Debenture (not available for CDAA)    Loan ≥ three years    Loan (borrowing causes municipality to exceed its debt limit)  
                                  Lease or Agreement (term ≥ five years, or with an option to renew for a term ≥ five years)    Loan Guarantee
2. Is the borrowing to finance a local improvement?    Yes    No  
   (If the borrowing is to finance a local improvement, please send a Final Assessment Schedule along with your application.)
3. Provide a description of the work, service or asset.
4. Is this project urgent?    Yes    No    If yes, why?
5. What is the lifetime (in years) of the project, work or asset?
6. Why is this expenditure necessary? Provide reasons.

7. Do you foresee any other major works in the next five years?      Yes      No

(If yes, what is the work, what are the expected costs? Will any borrowing occur?)

8. Are any permits and/or approvals required for this work or service?      Yes      No

(If yes, list the permit(s) required for this project.)

Permit Name	Issuing Authority	Permit Received?

**Section 4: Additional Details**

**A. FINANCIAL DETAILS:**

1. What is the total project cost?

2. List the other sources and amounts of funds.

3. Borrowing Amount:

4. Term (total length):

5. Annual Interest Rate:                      Quoted      Estimated

6. Debt Repayment Amount (principal and interest):                      Annual      Semi-annual      Quarterly      Monthly

7. How is the municipality/CDAAs paying for this debt?

**B. OTHER DETAILS:**

1. Are any significant changes in revenues or expenses expected in the foreseeable future?      Yes      No

*If yes, what revenues or expenses? Why? How much?*

2. Does the municipality/CDAAs have a line of credit?      Yes      No

*If yes, what is the amount of credit available? What is the current balance? What is the interest rate?*

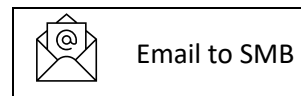
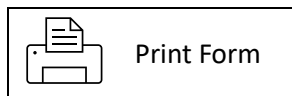
**Section 5: Additional Comments**

## Section 6: Authorization & Submission

Date submitted:

Authorized by:

**Disclaimer:** Signing or e-signing this form indicates you have the authority to file the application.



***Remember to attach to your email the required documents and any supplemental pages.***

**Saskatchewan Municipal Board is located at #480 – 2151 Scarth Street, Regina, Saskatchewan S4P 2H8  
Telephone: 306-787-6221      Email: [info@smb.gov.sk.ca](mailto:info@smb.gov.sk.ca)      Fax: 306-787-1610**