

**BALTIMORE PUBLIC MARKETS CORPORATION
NEW BUSINESS APPLICATION PART 2**

I. WHAT IT WILL COST TO GET YOU STARTED

START-UP COST ESTIMATES BEFORE OPENING

Remodeling: \$ _____

Fixtures, equipment purchase: \$ _____

Fixtures, equipment installation: \$ _____

Services: \$ _____

Supplies: \$ _____

Start-up inventory: \$ _____

Legal, professional fees: \$ _____

Licenses, permits: \$ _____

Telephone, utility deposits: \$ _____

Insurance: \$ _____

Signs: \$ _____

Other: \$ _____

TOTAL PRE-OPENING COSTS \$ _____ (A)

FIRST MONTH

Rent: \$ _____

Employee wages: \$ _____

Supplies: \$ _____

Utilities: \$ _____

Insurance: \$ _____

Taxes: \$ _____

Maintenance: \$ _____

Delivery costs: \$ _____

Living expenses: \$ _____

Miscellaneous: \$ _____

TOTAL FIRST MONTH COSTS \$ _____ (B)

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What outstanding debts must be satisfied while running this business?

Bank loans: \$ _____

Other loans: \$ _____

Business purchase debt: \$ _____

Taxes: \$ _____

Real Estate: \$ _____

Broker's fees: \$ _____

TOTAL PAYMENT OBLIGATIONS \$ _____ (C)

TOTAL START-UP COSTS \$ _____ (A + B + C)

II.

III. WHAT RESOURCES YOU HAVE

1. Bank/Credit Union _____ Location: _____

Check all that apply

Checking ___ Savings ___ Loan/Line of Credit ___ Loan Officer's Name _____

1a. Bank/Credit Union _____ Location: _____

Check all that apply

Checking ___ Savings ___ Loan/Line of Credit ___ Loan Officer's Name _____

Credit Cards: yes ___ no ___; Total available balance(s) > \$1,000 yes ___ no ___

2. What resources will you use to start and run this business?

Cash on Hand: \$ _____ Personal Loan: \$ _____ Family Loan \$ _____

Credit Card: \$ _____ Small Business Loan: \$ _____

Distribution from investments: \$ _____

Life insurance cash value available \$ _____

Grant(s): \$ _____

Other (list): \$ _____ \$ _____ \$ _____

Source _____

TOTAL RESOURCES AVAILABLE RIGHT NOW \$ _____

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IV. ORGANIZATION - THE STRUCTURE OF YOUR BUSINESS

- a) Sole proprietorship
- b) Partnership
- c) Limited Liability Company
- d) Corporation

If b), c) or d), BPMC requires someone to personally guarantee the rent obligation as part of the Lease. You also need to help us understand the “organization chart” – who does what, and their expertise at doing what they will be doing, based on background information on the members of your team.

Show staffing requirements for your business: #s of people doing what needs to be done.

Almost there: one more box to check.

I/we certify that all information herein is true and complete, and I/we authorize Baltimore Public Markets Corporation (“BPMC”) to obtain further information concerning my/our credit standing. I/we authorize BPMC to retain this application as its property.

Signature: _____

Date: _____

Signature: _____

Date: _____

Return this completed **Application Part 2** to leasing@bpmarkets.com or
Mail to: Baltimore Public Markets Corporation, 400 West Lexington Street, 2nd
floor, Baltimore, Maryland 21201
Or fax to 410-547-1864 Attn. Leasing

BPMC will perform a credit check and may require specific information for that process to be handled confidentially by an objective third party.