



Chickasha Small Business Start-Up Program

Before applying, make sure you have read all program requirements (see page 2). Please fill out this form as completely as possible. Applications will be reviewed by EDC staff and must be approved by the Board of Directors to be funded.

See page 2 for submission instructions.

Applicant Information

Business Name: _____

Owner Name(s): _____

Phone: _____ Email: _____

Business Details

Business Address: _____

Mailing Address: _____

Nature of Business: _____

Projected Opening Date: _____

Projected Annual Revenue: _____

Sales Tax Permit No.: _____

Affiliations

Do you have any affiliation with the Chickasha EDC, Chamber of Commerce, or Chickasha Industrial Authority Board? **___ Yes / ___ No**

Are you an employee of the City of Chickasha or a member of the Chickasha City Council?
___ Yes / ___ No

If yes, describe relationship: _____

Applicant Signature: _____ **Date:** _____



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Program Requirements

Applicants may be from any community, but must be opening a new storefront business within the city limits of Chickasha that will generate sales tax.

This program cannot be combined with any other grant or incentive from the EDC, Chickasha Industrial Authority, or City of Chickasha.

Program Benefits

- Awardees will have their (a) first three months' lease/mortgage payments **or** (b) first three months' utility payments paid by the EDC, up to a total amount of \$5,000.
 - (a) and (b) cannot be combined.
 - Eligible utilities include electric, natural gas, water, sewer, trash, internet, and/or business phone service.
- Awardees receive a 50% discount on one year of Chickasha Chamber of Commerce membership at the Community Member level (\$182.50 value).
 - Membership in the Chamber of Commerce is optional for this program.
- Awardees will work with Oklahoma's Small Business Development Centers (SBDC) and receive free business counseling at no cost.

Application Process

1. Before submitting, contact the local SBDC advisor to develop a business plan, budget, and marketing plan.

Angie Lewis, Business Advisor
angie.lewis@oksbdc.org
580-745-2097

2. Submit this application together with your business plan, budget, and marketing plan to the Chickasha EDC.

By mail: Chickasha EDC, 221 W Chickasha Ave., Chickasha, OK 73018
Or by email: Matt Brooks, Research Analyst, matt@chickashaedc.com

3. The application will be reviewed by EDC staff and Executive Board.
4. Valid applications will be considered for approval by the EDC Board of Directors at an upcoming meeting. Regular meetings are held monthly on the 2nd Tuesday at 7:30 am. You will be required to attend the meeting to present your application and business plan.
5. If approved, you will be contacted by EDC staff for additional documentation. You must submit copies of the business' Certificate of Occupancy, sales tax certificate, W-9, and lease/mortgage agreement or utility bills to be reimbursed.
6. The EDC will submit payments directly to the landlord/lender/utility company.