

Generic Incubator Sample Pre-Qualification Application

This form is a sample of the information that is required when applying for incubator space. You may download it and use it to submit your information to the Incubator of your choice.

This form provided as a courtesy of the LBIA Website
(Information submitted will be held in confidence and used for purposes of evaluation for admittance to the Incubator)

Business Name:

Today's Date: _____

Principal Officer Name:

Title:

Phone Number:

Fax Number:

E-Mail address:

Internet Address (If Applicable):

Full Address:

City:

State:

Zip Code:

Nature of Business:

Brief Background of Principal Officers:

(include resumes with business plan)

Date Business Established:

Company Form: (I.E. C-Corp, S-Corp, LLC, etc.)

Current Status of Business: Ex: working on prototype, product in advanced development, etc.

Current Sales Revenue:

Dollars per month

Current Number of Employees: This includes Principal Officer

Full-time employees

Part-time employees

How many employees do you expect to have in:

Next 12 months? _____

Next 5 years? _____

Type of Financing Employed to Date:

- _____ **Personal Resources**
- _____ **Private Investors**
- _____ **Venture Capital**
- _____ **Other**

Please indicate nature:

Plans for Future Rounds of Financing:

Status of Business Plan:

- _____ Business Plan not started
- Do you need assistance? _____
- _____ Business Plan in preparation
- Expected completion date: _____
- _____ Business Plan completed and available for review

Approximate Space Requirements:

- _____ Square feet for office
- _____ Square feet for manufacturing

Approximate date you desire to locate in the Incubator: _____

Do you have financing or product revenues to pay rent for six (6) months? _____

Special Request Or Comments: