## PRINCE GEORGE'S COUNTY ECONOMIC DEVELOPMENT CORPORATION

## INNOVATION STATION BUSINESS INCUBATOR APPLICATION

COMPANY INFORMA	ATION						
Legal Name of Business:							
Principals and Titles:							
Current address:							
Previous address; (if less than 1 year):							
Office Phone:							
Cell Phone:							
Fax:							
Email:							
Website Address:							
<b>BUSINESS PROFILE</b>							
Description of the firm's primary activities, product(s) and services(s).							
Date Business was establish	ned						
Type of Legal Business Entity	□ C-Corp	□ S-Co	rp		□ LLC		□ Other
Sales revenue (dollar volume	e per month)	(1) La	st Year:		(2) This	Year:	
Number of current employees (including principals) Full-time: Part-time:							
Projected number of employees within the next		6 mo	6 months: 9 mg		onths: 12 months:		
Type of financing used to operate business to- date (check all that apply)		□ Venture Capital			□ Private	e Investors	□ Product Sales
		□ Cont	ract Revenue		□ Persor	nal Resources	□ Other
Who are your primary customers?	☐ Consumers ☐ Business (B2B)		ederal Government ternational		☐ State & County  Governments		□ Academia
SPACE REQUEST	E Business (BZB)		Hational				
□ Small Office			100	sq. ft.		\$300	0.00 per month
□ Large Office				sq. ft.			0.00 per month
□ Assigned Co-working Cubicle with cabinet \$250.00 per month							
□ General Co-working space \$175.00 per mor						.00 per month	
□ Virtual Space						\$125	.00 per month
RESOURCES/SERVICES OF INTEREST TO YOUR BUSINESS							
□ International	□ Public Relations/M	1edia	□ Networking	3		□ Strategic Pl	anning
□ Accounting	☐ Sales Training		□ Access to C	ss to Capital		□ Legal	
□ Certification Process	☐ Government Contr Processes	racting	□ Business De	evelop	ment	□ Social Medi	a





Explain what you hope to gain from being part of the Innovation Station community.						
How did you hear about the Innovation Station co-working and business incubation program?						
Applicant's Name:						
Signature:	Date:					
APPLICATION CHECKLIST						
In order to complete your application for the Innovation Station, you must attach copies or email all of the following <b>REQUIRED</b> documents. A failure to supply any information requested by the EDC may result in the denial of your application.						
□ Official Articles of Incorporation (signed by a state official).						
□ Complete Business Plan (including milestones that clearly illustrate how your business will achieve rapid growth within 6-9 months, including significant expansion in hiring).						
☐ Insurance (Commercial General Liability Insurance (CG Development Corporation" and "Prince George's County you will need Workers' Compensation).	L) - must state "Prince George's County Economic y, Maryland" as insured. If business currently has employees,					
□ Financial information, which includes profit and loss statements, balance sheet, and tax returns.						
□ Current Credit Report, including your score.						
□ Certificate of Good Standing.						

## SUBMIT APPLICATION ALONG WITH REQUIRED DOCUMENTATION ELECTRONICALLY TO:

Prince George's County Economic Development Corporation Alicia Moran Manager, Small Business Development 301-583-4604 | amoran@co.pg.md.us | 180 | McCormick Dr., Suite 350 Largo, MD 20774

To submit your application, fill out the form and save to your desktop. Next send Alicia Moran and email and attach your application.



□ References



(1) Personal

(2) Business