



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: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### APPLICATION CHECKLIST

In order to complete your application for the Innovation Station, you must attach copies or email all of the following **REQUIRED** 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 (CGL) - must state "Prince George's County Economic Development Corporation" and " Prince George's County, Maryland" as insured. If business currently has employees, you will need Workers' Compensation).
- Financial information, which includes profit and loss statements, balance sheet, and tax returns.
- Current Credit Report, including your score.
- Certificate of Good Standing.
- References (1) Personal (2) Business

### 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](mailto:amoran@co.pg.md.us) | 180 I 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.