



LOAN APPLICATION DATES AND APPLICATION REQUIREMENTS

Please be advised that the next quarterly loans will be issued on **June 17, 2019**. To ensure that your application is processed for the next loan date, your application and supporting documents must be received by ACFA by the application deadline. Please ensure **ALL REQUIRED DOCUMENTATION** is submitted with your applications, **INCLUDING SUPPORT FOR YOUR DEBT LIMIT CALCULATIONS**, if applicable, to ensure your application is reviewed in a timely manner. If in doubt about any of the requirements, please contact ACFA.

SHAREHOLDER TYPE:	APPLICATION DEADLINE:	DOCUMENTS REQUIRED:
MUNICIPAL BORROWERS (Cities, towns, villages, regional authorities, counties, special areas, specialized municipalities, improvement districts, Metis settlements, municipal districts)	MAY 15, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ <u>Certified copy</u> of borrowing bylaw (valid as per Section 273 of the Municipal Government Act) on or before May 15, 2019. Timeline for Passing Borrowing Bylaw ✓ Debt Limit Worksheet ✓ Supporting documentation for your debt limit worksheet calculations ✓ Audited year-end financial statement ✓ Audited year-end financial information return ✓ Master Loan Agreement (if not previously submitted) ✓ Loan Calculator ✓ See additional requirements on the website under Loans - Borrowing Process if borrowing for land development, if within 25% of debt limits or have exceeded debt limits
EDUCATION AUTHORITIES (Post-Secondary)	APRIL 30, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ <u>Certified copy</u> of board borrowing resolution ✓ Order in Council ✓ Opportunity paper or business case ✓ Debt Limit Worksheet (see website for form) ✓ Audited year-end financial statement ✓ Legal description of the relevant lands (if applicable) ✓ Legal counsel contact
EDUCATION AUTHORITIES (School Boards)	APRIL 30, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ <u>Certified copy</u> of borrowing resolution ✓ A copy of the authorization by the Minister of Education to borrow under said by-law
HEALTH AUTHORITIES	APRIL 30, 2019	<ul style="list-style-type: none"> ✓ Application form ✓ A <u>certified copy</u> of board borrowing resolution ✓ Copies of all approvals required for the project ✓ Opportunity paper or business case ✓ Legal description of the relevant lands (if applicable) ✓ Legal counsel contact
AIRPORT AUTHORITIES	SEE CREDIT AGREEMENT	<ul style="list-style-type: none"> ✓ In accordance with applicable credit agreement between the authority and ACFA

Electronic submissions are accepted and no hard copies are required. Please submit your applications to webacfa@acfacapital.ca. For further information and links to forms, please visit the ACFA website at <http://www.acfa.gov.ab.ca/nav/loans.html> or contact us at (780) 427-9711.