

Documents Required

1. Cashflow forecast (supported by forecast profit and loss and balance sheet - identifying free reserves).
 - This should cover the short term (up to September 25) and long term (12 months) for a) current scenario and b) the Club's sought reprofile.
 - Each should be evidenced by a narrative and financials making the case for the change as well as key assumptions underpinning the financial information, including key risks and mitigants. E.g. additional investment required to support the business, how and when this is expected to be sourced, and on what terms and how secure it is.
 - Where relevant, forecasts should be compared against historic performance, especially where a certain set of circumstances are recreated.
2. A Business Plan setting out the direction and strategy for the business to support the cashflow forecast. This should be maximum 4 pages and include:
 - a) Revenue generation explanation:
 - Detailing the commercial activities (existing, in progress and expected) that will support the borrower in achieving financial sustainability and the ability to repay the loan on new terms, depending on the type of request.
 - Detailing current status, forecast value and forecast timing of new activities, including confidence level.
 - b) Cost cutting explanation:
 - Detailing any cost saving or similar measures either in progress or planned on material line items e.g. player wages year on year, as well as contingent measures that will be used in the event of underperformance.
 - c) Ownership / Financial investment
 - Total historical losses Year on Year.
 - Evidence identifying the actions taken ahead of making this request to support the business.
 - Ownership plans for Investment in next three seasons including sources and uses of funding and how repayment will be supported.
 - Evidence of ownership net worth and if insufficient, an explanation of why the taxpayer should bear risk of club funding.
 - Evidence to demonstrate that the club is seeking additional funding.
 - d) Management's view on adequacy of forecast liquidity and equity in charged assets.
- 3) A bank statement for reconciling against the cashflow forecast.