

# SPACECONNECT APPLICATION (1 of 3)

## CONTACT INFORMATION

Business Name:

Legal Business Name:

Website:

@  
Social Handles:

Current Address:

City, State:

Zip Code:

Main Point of Contact:

Phone:

E-mail:

Business Owner Name(s):

## EMPLOYMENT INFORMATION

Current Number of Employees:

How many employees  
are part time?  
Contractual? On site?  
(explain briefly):

Projected employee  
growth in next year  
(explain briefly):

# SPACECONNECT APPLICATION (2 of 3)

## SITE SELECTION

Describe reason for company relocation, and what areas company is considering:

What is company timeframe for relocating?:

Is company currently working with a broker?

\_\_\_\_\_  
Broker name, company

Required office square footage (range):

\_\_\_\_\_

Desired rental rate (range):

\_\_\_\_\_

Parking needs:

Additional desired accommodations, e.g. location, freight elevator, space finishes, etc. (please explain):

## COMPANY DETAILS

Brief description of company culture:

Briefly describe what you anticipate using the incentive funds for:

## REQUIRED ATTACHMENTS & SUBMISSION CHECKLIST

- 1 Business plan, pitch deck, or other comprehensive company information that represents what the company does and its growth plans
- 2 Business historical financials for last 3 years or tenure of business, whichever is shorter
- 3 Projected financial proforma for 2021 with projected revenues and expenditures
- 4 Letter of Intent (LOI) for space rental, if applicable
- 5 Letter from bank, or bank statement, demonstrating that applicant has sufficient funding to cover 3 months' rent (only applicable if also submitting LOI; applicants without site will be required to submit this information later in the process)
- 6 Signed Certification and Acknowledgement (below)

## CERTIFICATION & ACKNOWLEDGEMENT

By signing and submitting this application, the applicant hereby agrees to the following:

- That acceptance of this application does not commit the LA Fashion District BID or its partners to enter into a grant agreement, to participate in subsequent negotiations; or to produce any work product for applicant;
- That the decision to award any, or no, funds rests in the complete discretion of the LAFD BID;
- That the LAFD BID expressly reserves the right to reject any and all applications, or portions thereof, to request more information from the applicant, or to conduct discussions with any and all respondents in any manner necessary; and
- That the LAFD BID accepts no financial responsibility for any costs or expenses incurred by applicant in responding to this solicitation.

If a grant is awarded, the applicant agrees:

- To comply with all applicable local, state and federal laws;
- To keep such records as may be required by the LADF BID in connection with **SPACECONNECT**; and
- To enter into a contract with the LAFD BID and meet all terms and conditions thereof including, but not limited to, insurance minimums, lease terms, and social media stipulations.

\_\_\_\_\_  
Applicant Signature/E-Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Company

## SUBMISSION

Please submit this application, along with required attachments, to [miranda@fashiondistrict.org](mailto:miranda@fashiondistrict.org). If you do not receive confirmation of receipt within 48 hours, please call Miranda Edwards at 213-488-1153 ext. 718 to inquire.