


# Local Jobs Fund Facility Memorandum

Proponent		
Entity		
Nature of Business / Occupation (incl ANZSIC)		
Directors		
Name	Profile	
Shareholders		
Name	% held	
Management		
Name	Position	Profile

<b>Corporate tree diagram</b>
Inter-entity relationships / loan arrangements etc (if applicable)


Facility schedule					
Assistance sought by Proponent under the Local Jobs Fund – Guarantee, Concessional Loan, Equity, Grant					
Entity	Facility sought	Amount	Purpose	Repayment arrangement / participation arrangement / facility terms	Interest rate / coupon rate (if applicable)

<b>Proponent strategy</b>
Vision, objectives, key enabling actions
<b>Proponent background</b>
<b>General</b>
<b>Production and business activity</b>
<b>Customers</b>
<b>Competitive advantage</b>

<b>Industry characteristics</b>
IBIS
<b>Key success factors</b>
<b>Demand determinants</b>
<b>Competition</b>

<b>Job creation outcomes</b>			
What are current employment levels of the applicant, new positions created, full time, part time, location			
<b>Current positions – full time, part time, casual</b>	<b>Current FTE equiv</b>	<b>New positions – full time, part time, casual</b>	<b>New FTE equivalent</b>
<b>Export and import substitution outcomes</b>			
<b>Export markets identified / substituted import jurisdiction</b>	<b>Est export \$ / imports \$ substituted</b>		<b>Export / import substitution as a % of total revenue</b>

Proponent financials							
	Historical			Interim	Projected		
Period ended	FY	FY	FY		FY	FY	FY
Turnover							
Gross profit							
Gross profit %							
Opex							
EBITDA							
Total assets							
Total liabilities							
Working capital							
Total debt							
Equity							
Interest cover							
Gearing ration							
Debt / EBITDA							
Prepared by							
Audited y/n							
Financial commentary							

<b>Transaction risks and mitigants</b>			
Having regard to proponent background, strategy and financials and industry characteristics			
<b>Risks</b>		<b>Mitigants</b>	
<b>Risk controls and covenants</b>			
<b>Financial</b>			
Type (eg interest cover, working capital ratio, gearing ratio)	Definition	Test date	Covenant value
<b>Non-financial</b>			
Type (eg dividend control, no further borrowings, no further capex, insurance requirements)	Definition	Test date	



<b>Security</b>			
<b>Nature and details of security (incl prior charges)</b>	<b>Date valued / B'Sheet</b>	<b>Value</b>	<b>Insurance details</b>
<b>Reporting and review requirements</b>			
<b>Review date</b>	<b>Review scope</b> (milestones, financial performance, covenant compliance, facility terms)		

<b>Other relevant remarks</b>
<b>Conditions precedent to participation</b>
If applicable
<b>Recommendation</b>
Including basis