



## Statement Of Understanding

In order for the Small Business Development Center (SBDC) to properly advise and assist you, we must develop an in-depth understanding of all aspects of your business or potential business. The SBDC is not a lending agency.

As an SBDC client, you can expect confidential quality assistance, however the counseling relationship is a two-way street. The quality of our assistance depends on you and the information you provide. You agree to provide appropriate proprietary information necessary to complete the requested assistance on a timely basis.

The SBDC provides consulting assistance on any of the topics selected below. These services are partially funded by the Small Business Administration, the Minnesota Department of Trade and Economical Development, the utility companies and the citizens of Region Nine. This assistance does not imply approval of your loan request by any lending institution.

Please check what assistance you need:

- |   |  |
|---|--|
| <input type="checkbox"/> Business Start-up/Acquisition or Liquidation | <input type="checkbox"/> Computer Systems/IT Networking    |
| <input type="checkbox"/> Business Plan Development                    | <input type="checkbox"/> Financial Analysis                |
| <input type="checkbox"/> Research – Demographics                      | <input type="checkbox"/> Information Technology            |
| <input type="checkbox"/> Market Plan                                  | <input type="checkbox"/> Web Page Evaluation               |
| <input type="checkbox"/> Human Resource                               | <input type="checkbox"/> Capital Sources or Loan Packaging |
| <input type="checkbox"/> Accounting/Bookkeeping                       | <input type="checkbox"/> Other_____                        |

If you have a concern or are dissatisfied with you counselor's conduct or professionalism, or if you have any problems regarding the assistance you are receiving, please contact the SBDC director at 507-389-8875.

Since a portion of the SBDC program funding is provided by the U.S. Small Business Administration, we are required to obtain a signed copy of the request for counseling, SBA form 641, from all Small Business Development Center clients before providing assistance.

Acknowledgement:

I have read and understand the SBDC Statement of Understanding.

Client Signature \_\_\_\_\_ Date \_\_\_\_\_

Consultant Signature \_\_\_\_\_