

Colorado State University Business Incubator  
**APPLICATION FOR OCCUPANCY**

Application Date:

APPLICANT CONTACT INFORMATION

Company Name:

Company Address:

City:

State:

ZIP Code:

Phone:

Fax:

e-mail:

Company Website (if applicable):

Company Contact Person and Title:

COMPANY INFORMATION

Company EIN:

CO Business License #:

What is the legal structure of the Company? (Partnership, Sole Proprietorship, LLC, Corporation, etc...)

If existing, attach to this application all relevant company documents such as Certificates of Incorporation, Articles of Incorporation, LLC Operating Agreements, Articles of Organization and Partnership Agreements, etc...

Date of Organization or Incorporation:

List all company owners, officers, and other key personnel with their addresses, phone numbers, and email addresses:

COMPANY INFORMATION (CONTINUED)

Describe any past, present, or future affiliations or business relationships between Colorado State University or its affiliates and the company or any of the owners, officers, or other key personnel.

Describe the type of business in which the company is or will be engaged. Describe the commercial need that the company is or will be fulfilling. Identify the company's target market.

OTHER GENERAL INFORMATION

How long do you anticipate the company will be a participant in the Business Incubator?

Are there any specific areas of expertise that you, or the company, are interested in receiving from the Incubator? What are your expectations for the services that you will receive?

How many employees will the company have while participating in the Incubator? Include owners who participate in the daily operation of the company. Describe briefly the title and function of each employee.

If the owners or the company have an attorney, list the attorney's name and contact information:

If the owners or the company have an accountant, list the accountant's name and contact information:

COMPANY FINANCIAL INFORMATION

If existing, attach to this application a copy of the company's most recent financial statements, including a balance sheet, summary of cash flow, income statement, and recent bank account statement(s).

Please list any major assets currently held by the company:

Please list the company's current and long-term liabilities:

Do the owners, officers, other key personnel, or the company hold title to any Intellectual Property that will be used by the company to accomplish its business plan, including US or foreign patents, copyrighted materials, trademarks, servicemarks, licenses, or other forms of intellectual property?

**CONFIDENTIALITY:**

IDRC will hold proprietary information obtained in response to the LOI as confidential, and unless provided for herein, will not disclose it to a third party. In the event that IDRC or an affiliated entity is required by law, such as the Colorado Open Records Law (C.R.S. § 24-72-203 et seq.), to disclose any information, IDRC will give prompt written notice of such requirement and permit you to intervene in any relevant proceedings to protect your interests.

**DISCLAIMER:**

This LOI contains limited information about the RIC-Incubator facility, and general information regarding CSURF, CSU Ventures, Inc., IDRC, NeoTrex, and CSU. This LOI does not purport to contain all relevant information, and interested parties should conduct their own investigation and analysis regarding the accuracy, reliability and completeness of the information contained herein. Neither IDRC, NeoTrex, CSU Ventures, Inc., CSURF, nor CSU make any representation or warranty and shall have no liability under any statute, rule or regulation as to the accuracy, reliability or completeness of the RFI. In addition, the information contained herein and the stated plans for the RIC-GMP facility are subject to change at any time. This RFI is not a contract, offer, or invitation to any other party. The terms of any future relationship with and the rights of any third party with respect to this project would be set out in separate agreements. IDRC reserves the right to respond or not respond, for any reason or no reason, to the information submitted by an interested party.

PLEASE SUBMIT TO: IDRC Coordinator, [jdrc-coordinator@colostate.edu](mailto:jdrc-coordinator@colostate.edu)