



## **Business Incubator Entry Process**

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1. Prospective business clients will complete a Business Incubator application.
2. Provide a business plan or seek assistance.
3. Financial performance will be reviewed.
4. Fictitious business name statement.
5. Business license and other required licenses as applicable by law.
6. Business related financial statements, (3 years). If business is already in existence and business related tax returns as applicable.
7. Candidate Credit Check Authorization, with \$20.00 process fee.
8. Copy of drivers license.
9. If candidate does not have a completed Business Plan, as a condition for tenancy, each applicant will be required to enroll in an approved entrepreneurial training program, or provide a plan prior to entrance.
10. Return application and all requested materials to:

Alexandria M. Chavez, Property Manager  
CHARO Community Development Corporation  
Business Incubator  
4301 Valley Blvd.  
Los Angeles, CA 90032  
(323) 269-0751 x 127