



## LOCAL LINK

**Business Name:** \_\_\_\_\_

**Submission Date:** \_\_\_\_\_

Taking part in the Local Link program encourages businesses to evaluate and potentially increase their support of the local economy by assessing whether their suppliers, producers, contractors and packagers are located in the Saskatoon Region.

The program also offers a marketing opportunity, differentiating products and services with the Local Link label to stand out in a time of increased interest in supporting local options. Consumers will be able to make more informed decisions when shopping by learning about the levels of Local Link available.

### **Application Information**

The Local Link Application consists of the following sections:

1. Eligibility
2. Applicant Information
3. Business Contact Information
4. Business Details
5. Ownership
6. Employees
7. Suppliers
8. Outsourcing & Contracting
9. Production
10. Packaging
11. Community Support

Please fill out each section to the best of your knowledge. If you have any questions, please contact:

**Joanne Baczuk**

Director, Business Development

[jbaczuk@sreda.com](mailto:jbaczuk@sreda.com)

(306) 664-0728

### **Disclaimer**

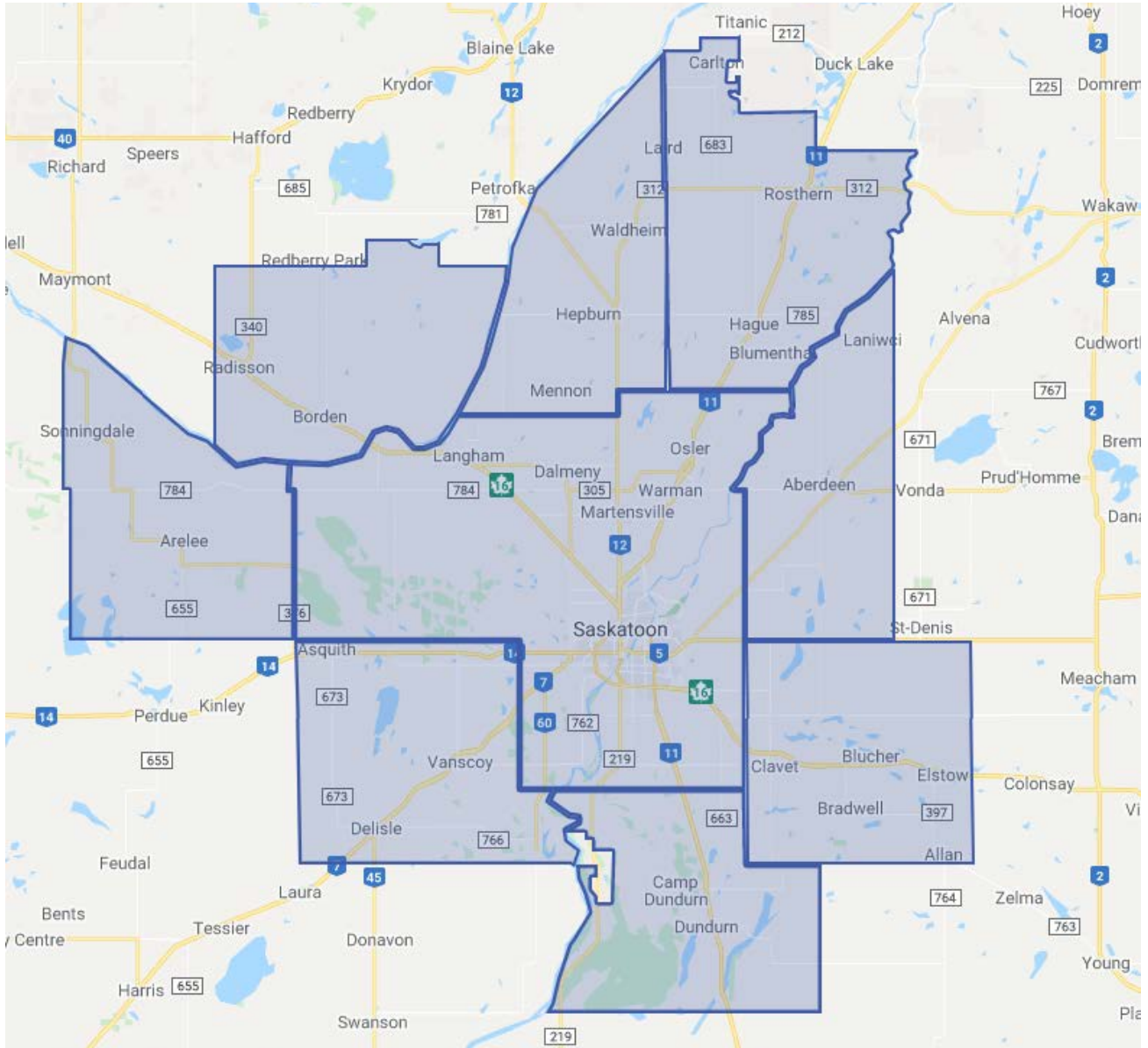
**Consent and Release:** Participants agree that SREDA may (unless prohibited by law) use their name, city of residence, photograph, image and/or likeness to create draft marketing or media material specific to the participant. These materials may be used to promote the Local Link program and can be provided to the participant for their promotional activities.

**Use of Business Information:** Business information gathered by SREDA will be kept confidential and used to administer the program, contacting potential participants, and as otherwise permitted or required by law.

By submitting this application, you agree to the preceding disclaimers.

### LOCAL LINK

## SASKATOON REGION MAP



\*Areas covered in blue are part of the Saskatoon Region.



## LOCAL LINK

### ELIGIBILITY

1. Is your business located in the Saskatoon Region? [Saskatoon Region Map](#)

- Yes
- No

2. Is your business registered and/or incorporated with Information Services Corporation (ISC)?

- Yes
- No

3. Does at least one of your business owners reside in the Saskatoon Region?

- Yes
- No

If you answered **NO** to any of the above questions, your business is ineligible for the Local Link Program. Please do not continue filling out the rest of the application.



## LOCAL LINK

Please answer all questions to the best of your knowledge. All questions require answers, and incomplete applications will not be accepted.

### APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_  
Applicant's Phone Number: \_\_\_\_\_  
Applicant's Email Address: \_\_\_\_\_

### BUSINESS CONTACT INFORMATION

Registered Business Name: \_\_\_\_\_  
Operating Name:  
(if different than registered name) \_\_\_\_\_  
Business (entity) Number: \_\_\_\_\_  
Business Start Date: \_\_\_\_\_  
Business Owner Name(s): \_\_\_\_\_  
Business Street Address: \_\_\_\_\_  
Business Mailing Address:  
(if different than street address) \_\_\_\_\_  
Municipality: \_\_\_\_\_  
Postal Code: \_\_\_\_\_  
Website: \_\_\_\_\_  
Facebook Page: \_\_\_\_\_  
Instagram Page: \_\_\_\_\_  
LinkedIn Page: \_\_\_\_\_



## LOCAL LINK

### BUSINESS DETAILS

#### 1. Brief Business Description (max 300 words)

#### 2. Business Operating Location

- Commercial
- Home-Based

#### 3. Business Structure

- Sole Proprietorship/Partnership
- For-profit Corporation
- Non-profit Corporation
- Co-operative

#### 4. Number of Employees (including owners)

Full-time\*: \_\_\_\_\_

Part-time\*: \_\_\_\_\_

Seasonal: \_\_\_\_\_

*\*Full-time employees are those working 30+ hours per week.*

*\*Part-time employees are those working less than 30 hours per week.*

#### 5. Primary Industry/Sector

- Agriculture
- Construction
- Food Service & Accommodation
- Manufacturing & Food Processing
- Natural Resource
- Retail & Wholesale
- Professional Services & Business Services
- Personal Care Services
- Other: \_\_\_\_\_

#### 6. Local Memberships

- SREDA
- NSBA
- Greater Saskatoon Chamber of Commerce
- Saskatoon & Region Homebuilders Association
- Prairie Sky Chamber of Commerce
- Riverbend District of Commerce
- Saskatoon Construction Association



## LOCAL LINK

### OWNERSHIP

1. What is your business ownership model?

- Independent
- Franchise
- Branch/Subsidiary

2. If your business is a FRANCHISE, is your location the Head Office?

- Yes
- No
- Not Applicable

3. Do any of your business owners reside outside of the Saskatoon Region?

- Yes
- No

4. If YES, how many of your business owners reside outside of the Saskatoon Region?

- 1
- 2
- 3
- 4+

Please explain why your owners do not reside in the Saskatoon Region.

### EMPLOYEES

1. Do any of your employees (not including owners) reside outside of the Saskatoon Region?

- Yes
- No

2. If YES, what percentage of your employees reside outside of the Saskatoon Region?

- 1-10%
- 11-20%
- 21-50%
- Over 50%

Please explain why your employees do not reside in the Saskatoon Region.



## LOCAL LINK

### SUPPLIERS

1. Are any of your suppliers located outside of the Saskatoon Region?

- Yes
- No
- This question does not pertain to my business

2. If YES, what percentage of your suppliers are located outside of the Saskatoon Region?

- 1-10%
- 11-20%
- 21-50%
- Over 50%

3. Please list the suppliers located **OUTSIDE of the Saskatoon Region** that you deal with most frequently.

Company	Product	Municipality	Contact Name	Contact Email (or Phone)	Why you chose this supplier?*

\*Examples - local, high-quality product, existing business relationship, fair cost, only supplier available, environmentally responsible, values align, etc.



## LOCAL LINK

### SUPPLIERS - CONTINUED

4. Please list the suppliers WITHIN the Saskatoon Region that you deal with most frequently.

Company	Product	Municipality	Contact Name	Contact Email (or Phone)	Why you chose this supplier?*

\*Examples - local, high-quality product, existing business relationship, fair cost, only supplier available, environmentally responsible, values align, etc.





**LOCAL LINK**

**OUTSOURCING & CONTRACTING**

1. Are any of your business activities outsourced/contracted with businesses outside the Saskatoon Region? (i.e. accounting, marketing, website, printing, lawyer, etc.)

- Yes
- No
- We do not outsource any business activities

2. If YES, what percentage of your business activities are outsourced/contracted with businesses outside the Saskatoon Region?

- 1-10%
- 11-20%
- 21-50%
- Over 50%

3. Please list contractors located **OUTSIDE of the Saskatoon Region** that you deal with most frequently.

Company	Service Provided	Municipality	Contact Name	Contact Email (or Phone)	Why you chose this contractor?*

\*Examples - local, high-quality service, existing business relationship, fair cost, only contractor available, values align, etc.



## LOCAL LINK

### OUTSOURCING & CONTRACTING - CONTINUED

4. Please list the contractors **WITHIN the Saskatoon Region** that you deal with most frequently.

Company	Service Provided	Municipality	Contact Name	Contact Email (or Phone)	Why you chose this contractor?*

\*Examples - local, high-quality service, existing business relationship, fair cost, only contractor available, values align, etc.



## LOCAL LINK

### PRODUCTION

**Note: This question is directed towards manufacturing businesses.**

1. Are any of your products manufactured outside of the Saskatoon Region?

- Yes
- No
- This question does not pertain to my business

2. If YES, what percentage of your products are manufactured outside of the Saskatoon Region?

- 1-10%
- 11-20%
- 21-50%
- Over 50%

Please explain why your products are manufactured outside of the Saskatoon Region.

### PACKAGING

**Note: This question is directed towards manufacturing businesses.**

1. Are any of your finished products packaged outside of the Saskatoon Region?

- Yes
- No
- This question does not pertain to my business

2. If YES, what percentage of your finished product is packaged outside of the Saskatoon Region?

- 1-10%
- 11-20%
- 21-50%
- Over 50%

Please explain why your finished product is packaged outside of the Saskatoon Region.



## LOCAL LINK

### COMMUNITY SUPPORT

1. Does your business give back to the Saskatoon Region community? (I.e. volunteer, donate money/goods, board representation, etc.)

- Yes
- No

2. Please list the Saskatoon Region organizations your business has given back to in the past five years.

Organization	Municipality	Contact Name	Contact Email (or Phone)	Activity/Donation Description*

\*Examples - sponsorship, board representation, mentorship, financial or in-kind donation, volunteering, etc.



## LOCAL LINK

### CERTIFICATION

1. By selecting, I agree, you certify all information included in this application is true and correct to the best of your knowledge.

- I agree
- I do not agree

### SUBMISSION

Email completed applications to [jbaczuk@sreda.com](mailto:jbaczuk@sreda.com)