

PAYMENT REQUEST

Client Number

The grey areas are reserved for the FADQ.

1. Client Identification

Name or business name	Phone number
Company address (number, street or road, municipality, postal code)	Fax number

2. Financial institution identification

Complete this section only when requesting payment of a deferred loan.

Name of financial institution	Phone number
Send to:	
Address (number, street, municipality, postal code)	Fax number

3. Supporting documents (invoices)

List each of your invoices grouped by supplier. If there is not enough space, use the appendix "Request for payment (1006-1)" and attach it to this document. For more details, see the [explanatory notes](#) at the end of the form.

<input type="checkbox"/> Young and beginning farmers subsidy (part-time)		<input type="checkbox"/> Young and beginning farmers subsidy (full-time)		<input type="checkbox"/> Loan deferral or trust		
√	Invoice number	Amount of invoice (A)	Subsidy other than that from the FADQ (B)	Amount claimed (A - B)	Payable to	Nature of purchases or services
Total amount from the appendix (if applicable) Request for payment (1006-1)						
Total amount claimed				\$		Section reserved for the FADQ – Amount accepted (before taxes) for the payment (√)
						\$

I declare that the invoices listed in this payment request have not been the subject of any subsidies other than those indicated herein and that they have been used in accordance with the program for the use of the subsidies claimed.

Client signature	Date
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4. Disclosure of personal information

Authorized staff of La Financière agricole du Québec treat personal information entrusted to them as confidential. This information is essential for the management and administration of programs. It will only be disclosed to authorized persons, agents, and organizations, in accordance with the terms and conditions set out in the Act respecting access to documents held by public bodies and the protection of personal information (RLRQ, chapter A-2.1). It may also be used for research, statistical, study, survey, investigation or audit purposes, in accordance with the provisions of the Act.

You may also exercise your rights of access and correction provided for in the Act by contacting La Financière agricole du Québec.

For more information, consult the Privacy Policy at www.fadq.qc.ca/documents/politiques-et-directives

The following sections are reserved for La Financière agricole du Québec

5. Payment recommendation with the subsidy

Subsidy number (4 digits)		Recommended payment \$	Balance after payment \$	GOF application number
28	or	40		

6. Changes to the original application

<input type="checkbox"/> Changes in the use of amounts	<input type="checkbox"/> Additional mortgage and notice	<input type="checkbox"/> Comments	
			\$
			\$
			\$

7. Source of funds

Amount payable by:			Degree of project completion: :
<input type="checkbox"/> the loan deferral or from its special account	\$	<input type="checkbox"/> funds deposited in trust	\$
Intended for:			%

8. Recommendation for payment with the loan

Certificate number (4 digits)	Recommended payment \$	Balance after payment \$	Application number	<input type="checkbox"/> Additional first-ranking chattel mortgage and notice, if applicable, for the property described in section 6
30				

9. Signature

La Financière agricole du Québec representative	Date
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10. Instructions for the financial institution

This form must be kept by the financial institution until the loan has been repaid in full.

Form No. 2001E, "Financial Transactions – Loan Disbursement or Credit Facility," must be completed and sent to La Financière agricole du Québec each month when a loan disbursement is made. Financial institutions that send all financial transactions on a loan by electronic data transfer do not need to send us Form No. 2001E.

The financial institution is authorized to consolidate deferred loans without additional authorization.

When the disbursement is the responsibility of the financial institution: invoices and form 1006 must not be sent to La Financière agricole du Québec.

When the disbursement is the responsibility of La Financière agricole du Québec: only Form 1006 shall be sent to the financial institution.

The borrower may use electronic means to send supporting documents. The borrower must select between 1 and 5 payment requests for the deferred disbursement.

EXPLANATORY NOTES FOR COMPLETING THE FORM

This guide provides explanations to help you complete the “Payment Request” form.

If this form is completed by hand, you must print in ink.

Please complete sections 1, 2, and 3.

You must attach a copy of the original invoices to the form. If applicable, the originals will be returned to you after verification.

See the Form section at www.fadq.qc.ca, for a version that can be completed on screen.

3. Supporting documents (invoices)

Invoice number

- This number must be included to facilitate identification of the supporting documents.

Subsidy other than that from the FADQ

- This subsidy must not be funded by La Financière agricole du Québec.
- Example: MAPAQ, SADC, MRC, Transition énergétique Québec (Hydro-Québec) subsidies.

Amount claimed

- The amount claimed is equal to the amount of the invoice minus the amount of any subsidy other than that from La Financière agricole du Québec for that invoice. The amount claimed must also exclude the goods and services tax (GST) and the Quebec sales tax (QST).
- Amount in column **A** – Amount in column **B** = Amount claimed

Payable to

- Name of your business for invoices paid from your working capital.
- Name of the supplier* for all unpaid invoices.
- Name of the financial institution* for invoices paid using a temporary loan not guaranteed by La Financière agricole du Québec.

* In both cases, the cheque will be issued jointly in your name and that of the supplier or financial institution.

Nature of purchases or services

- Brief description of the investment.