



OUTSET FINANCE
START UP AND GROW

START UP LOANS MENTORING AGREEMENT

Abridged agreement – to be submitted with application

As an official Start Up Loans delivery partner, Outset Finance is obligated to match all successful applicants with a suitable Mentor to provide business support services for 12-months post-loan mentoring. We contract independent Mentors, who have been identified to have the skills and/or experience relevant to support the development needs of business owners in their first two years of trading, to deliver these services.

It is mandatory for all Start Up Loans applicants to sign the Start Up Loans mentoring agreement as part of their application, however for ease of processing, we have provided an abridged version of this document below. The full terms and conditions of the Start Up Loans mentoring programme, including the Mentoring Code of Ethics, are available on the Outset Finance website, available at: <http://www.outsetfinance.com/useful-resources/> Clients are advised to review these documents online prior to signing the below agreement.

Mentoring agreement	
<ol style="list-style-type: none"> 1. I understand that 15 hours over 12-months of mentoring support will be made available to me if am successful in applying for a Start Up Loan with Outset Finance. I understand that Outset Finance will match me with a suitable mentor once I have received my Start Up Loan and that Outset Finance will share my contact details with the Mentor in order to facilitate this support. 2. I understand that Outset Finance is contractually obligated to offer me monthly mentoring support during this period, and that the Mentor will contact me via phone and/or email each month to offer his/her support. This mentoring may take a variety of formats, to be agreed between my mentor and I, including phone, Skype, email or face-to-face communications. I understand stand that I may also proactively reach out to my Mentor during this period if I need further support. 3. If I decide not to partake in mentoring in any one month, I understand that it is my responsibility to notify Outset Finance or my Mentor directly and inform them of when I would next like to receive mentoring support, or otherwise reply to the Mentor when they contact me. 4. I understand that my Mentor is contractually obliged to complete and submit a mentoring report to Outset Finance each month, documenting our interactions though all business information will be kept in strict confidence. 5. I agree to act respectfully towards my appointed Mentor at all times and to cooperate with any reasonable request that he/she may make. 6. I understand that my appointed Mentor can only provide personal and business guidance (which involves guiding me on researching and interpreting information, understanding problems, identifying solutions and implement action plans) but not business consultancy (which involves providing solutions to previously identified problems). 7. I agree to keep Outset Finance informed of any relevant changes to my personal and business details, in particular any changes to my name, home or business address, email address, telephone number or bank account. I agree to contact Outset Finance if I have any concerns about working effectively with my appointed Mentor. 8. I confirm that I have read and fully understand the full terms and conditions of the Start Up Loans mentoring programme, including the Mentoring Code of Ethics, as published on the Outset Finance website, available at: http://www.outsetfinance.com/useful-resources/ 	
Signature:	
Print name:	
Date:	

Official Delivery Partner:

Part of:

