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*The mission of the Oakley Entrepreneur Center is to provide a business location and services to promote the growth, prosperity and development of Oakley start-up and existing small businesses.*

**Eligibility Requirements**

**Before admission into the Oakley Entrepreneur Center, a Company must:**

1. Be an Oakley resident or have an existing Oakley business location.
2. Be an existing Oakley business with a valid Oakley Business license; be a start-up enterprise with an existing Business Plan; or be a start-up enrolled in the Oakley Entrepreneur Training Program.
3. Have adequate financial resources to remain in business for at least six (6) months, as indicated in the company’s business summary.
4. Certify that there are no legal claims or lawsuits pending against the business at the time of this application.
5. Submit a written business summary, including product idea and concept, potential markets, general financials, and resumes of each principal of the business.
6. Attend a personal interview session with management of the Entrepreneur Center.
7. Complete an application form – attached.
8. Complete a Master Relationship Agreement.
9. Complete a lease with the Oakley Entrepreneur Center.
10. Agree to seek and accept assistance provided from the Entrepreneur Center as needed.

**Upon Admission to Incubator, Company agrees to:**

1. Attend quarterly meetings with Entrepreneur Center management personnel to review milestones, evaluate progress, and explore options for business development.
2. Submit a Performance report\* to Entrepreneur Center management no later than 60 days prior to lease renewal. Lease renewal is contingent upon adequate progress toward milestones, as reported in the Performance report.
3. Attend periodic group events arranged by Entrepreneur Center management and generally take advantage of opportunities to network with service providers and other Entrepreneur Center tenants.

\*Performance report assistance is provided through Entrepreneur Center programs and services

**Submit Application Form and Business Plan to:**

Dwayne Dalman

Oakley Economic Development Manager

Final decision regarding admission to Entrepreneur Center is at the sole discretion of the Oakley Entrepreneur Center management team