October 30, 2006		
Head of Faculty or Department Faculty or Department Address		
Dear:		
The following are the terms and conditions with respect to the \$ credit facility.		
BORROWER		
Faculty or Department (the "borrower") c/o Head of Faculty or Department Title Address		
<u>LENDER</u>		
Internal Financing Program (the "lender") c/o Ms. Sheila Brown Chief Financial Officer 215 Huron Street, 2 nd Floor		
EFFECTIVE DATE:		
The effective date of this agreement is		
CREDIT FACILITY		
\$ mortgage amortized over years.		
TERM:		
The term is fixed for years.		
INTEREST RATE:		
The fixed interest rate is%. This rate can be altered at the discretion of the Lender.		
PURPOSE:		
To finance the project		

REPAYMENT:

Borrowings under this facility shall be repayable by consecutive, blended equal monthly payments of principal and interest of \$______ based on an amortization period of ___ years, commencing one month from the effective date of this agreement until the balance of this facility shall be repayable in full. An amortization table is provided in Appendix 1.

The borrower shall have the option to make additional principal repayments without penalty on the anniversary date of this agreement.

The borrower shall provide from time to time to the lender accounts that will be used to process the repayments of principal and interest.

COVENANTS:

The borrower hereby covenants:

- (a) to pay all sums of money when due under this agreement.
- (b) this agreement shall be binding upon the borrower's successors.

AMENDMENTS:

No amendment of any provisions of this agreement will be effective unless it is in writing signed by the Borrower and the Lender.

WHOLE AGREEMENT:

This agreement constitutes the whole and entire agreement between the parties in respect of the credit facility. There are no verbal agreements, undertakings or representations in connection with the credit facility.

TIME:

Time shall be of the essence in all provisions of this agreement.

Please confirm your acceptance of this agreement by signing the attached copy of this letter in the space provided below and returning it to the undersigned.

Sincerely,

Pierre Piché Controller and Director of Financial Services We acknowledge and accept the foregoing terms and conditions.

Faculty or Department

By:	_
Name:	
Title:	
Internal Financing Program	
By:	_
Name: Ms. Sheila Brown	
Title: Chief Financial Officer	

Sample agreement.doc