



**Get Your Business Cooking**  
4487 Lake Avenue  
Lockport NY 14094  
wnyfoodincubator@cornell.edu  
716-433-8839  
cceniagaracounty.org

## WNY FOOD INCUBATOR APPLICATION

DATE: \_\_\_\_\_

### A) GENERAL INFORMATION

Name: \_\_\_\_\_ Name of Business: \_\_\_\_\_

Mailing Address:  
\_\_\_\_\_

Business Address:  
\_\_\_\_\_

Telephone: Personal: \_\_\_\_\_ Business: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

### B) BUSINESS INFORMATION

- Briefly describe the food products you plan on producing/processing:  
\_\_\_\_\_
- Are you currently producing/operating?  NO  YES *(if Yes, complete questions 3 and 4)*
- Where do you currently produce?  
\_\_\_\_\_

*Growing Minds, Growing Communities*

4487 Lake Avenue Lockport, NY 14094 | 716.433.8839 | cceniagaracounty.org

Cornell Cooperative Extension is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities and provides equal program and employment opportunities.

4. How/where do you currently market your produce?

---

---

5. Do you currently have a business plan?  NO  YES (if so, please attach a copy)

6. Do you have any employees?  NO  YES (if so, how many? \_\_\_\_\_)

7. Do you desire assistance in any of the following areas: (Check all that apply)

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bookkeeping/Accounting | <input type="checkbox"/> Logo Design           | <input type="checkbox"/> Pricing            |
| <input type="checkbox"/> Business Planning      | <input type="checkbox"/> Nutritional Analysis  | <input type="checkbox"/> Recipe Development |
| <input type="checkbox"/> Ingredient Sourcing    | <input type="checkbox"/> Marketing/Advertising | <input type="checkbox"/> Other:             |

---

- |                                       |   |                                 |
|---------------------------------------|---|---------------------------------|
| <input type="checkbox"/> Label Design | <input type="checkbox"/> Packing/Shipping | <input type="checkbox"/> Other: |
|---------------------------------------|---|---------------------------------|

---

8. Is the production of your product (s) on a seasonal or year-round basis?

- |                                     |                                   |               |
|-------------------------------------|-----------------------------------|---------------|
| <input type="checkbox"/> Year Round | <input type="checkbox"/> Seasonal | Time of Year: |
|-------------------------------------|-----------------------------------|---------------|

---

### C) FOOD PREPARATION/PROCESSING BACKGROUND

9. Do you have formal/professional food experience?  NO  YES (If yes, briefly explain below)

---

---

10. Do you have food safety training?  NO  YES (If yes, list the courses/certificates below)

---

11. Do you have a home processors license?  NO  YES

12. Do you have an Article 20-C food processing license?  NO  YES

### D) ANTICIPATED SCHEDULE AND NEEDS

13. Anticipated number of hours of kitchen usage needed: \_\_\_\_\_

Per Week: \_\_\_\_\_ hours

Per Month: \_\_\_\_\_ hours

14. What time of day do you plan to produce?

- Morning       Afternoon       Evening

15. What day(s) do you plan to produce?

- Monday       Tuesday       Wednesday       Thursday       Friday       Saturday  
 Sunday

16. Do you need overnight storage space?       NO       YES (If yes, please select which type of storage below)

- Freezer       Cooler       Dry Storage

17. Which equipment would you be interested in using? (Please select all that apply)

- Convection Oven  
 Commercial Mixer                       Filling and Packing Equipment  
 Commercial Food Processor               Vacuum Packing Equipment  
 Jar Label Applicator                       Kitchen Utensils

18. How did you hear about the WNY Food Incubator?

---

Please return this application by mail/email or fax to:  
Cornell Cooperative Extension of Niagara County  
Attn: Jen Regan  
4487 Lake Avenue, Lockport, NY 14094  
[jcr284@cornell.edu](mailto:jcr284@cornell.edu)  
Fax: 716-438-0275