

ÚDARÁS NA GAELTACHTA

Application for grant aid towards Trade Fair Participation

KEY POINTS TO NOTE

1. All the information requested on this form is needed to enable An tÚdarás to properly evaluate this grant request.
2. An tÚdarás is subject to the Freedom of Information Act 1997.
3. No expenditure in connection with this grant application should be undertaken until approval of the grant concerned is confirmed in writing and is part of an agreement between the client and An tÚdarás.
4. The Development Executive dealing with the application will be happy to assist the client in filling in the grant application but he/she will have no responsibility for the accuracy of the application nor will his/ her involvement in this assistance imply that the grant requested will be approved.
5. An tÚdarás may require further information from the applicant to expand on the answers given in this form.
6. Unless informed to the contrary An tÚdarás will assume that no other applications have been made to any other State bodies for support for this particular project nor are there any such requests in the process of being made or intended to be made.
7. If the promoter of this project, or any of the principals, were ever declared bankrupt or were responsible in any way for the closure of a company, leading to non-payment of creditors, this should be disclosed.
8. CV's of the principals(s) / promoter(s) / proposed senior management should be appended.
9. In assessing an application for funding it may be necessary for An tÚdarás to make relevant enquiries through banks or other agencies.
10. See back for additional notes/conditions.
11. Round to nearest Euro.
12. **The completion and acceptance of this form should not be construed as an entitlement to a grant or a presumption that it will be approved.**

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Introduction to Project

CPIS Enquiry/Client No: _____ / _____

NACE Code: _____

(Office use)

(a) Project Name: _____

(b) Brief initial description of the proposed project:

(c) Project location: _____

(d) Name of Applicant: _____

(e) Main contact for project _____

Name: _____

Address: _____

Phone: _____ Fax: _____ Mobile: _____

E-mail: _____ Website: _____

2

Information on Client/Principals

(a) Name: _____ Role in Company: _____

Address: _____

PPS No.: _____ Phone: _____ Fax: _____

Mobile: _____ E-Mail: _____ Website: _____

Competency in Irish

None Weak Fair Fluent Native

Will do Irish course if required: Yes No

(b) Name: _____ Role in Company: _____

Address: _____

PPS No.: _____ Phone: _____ Fax: _____

Mobile: _____ E-Mail: _____ Website: _____

Competency in Irish

None Weak Fair Fluent Native

Will do Irish course if required: Yes No

(c) Name: _____ Role in Company: _____

Address: _____

PPS No.: _____ Phone: _____ Fax: _____

Mobile: _____ E-Mail: _____ Website: _____

Competency in Irish

None Weak Fair Fluent Native

Will do Irish course if required: Yes No

(CV's to be included)

(d) Technical qualifications available to the Company / Project:

(e) Business experience available to the Company / Project:

(f) Main Business Contacts:

Bank: _____

Auditor: _____

Solicitor: _____

Business Consultant(s): _____

Other: _____

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Trading Status

Historical (if any)

Sole Trader: _____ Ltd. Company: _____ Not Trading: _____

Other (define): _____

Trading Name: _____ Name Location: _____

Partners / Directors: _____

Latest Audit / Balance Sheet as at (date) _____ Attached: Yes No

Tax Clearance Certificate to (date) _____ Available: Yes No

Indicate current numbers employed:

Full Time	Part Time	Seasonal

Note:

Part time = working less than a normal full week throughout the year or less.

Seasonal = working a normal week for less than 9 months of the year.

Future (if different from above)

Sole Trader: _____ Ltd. Company: _____

Other (Define): _____

Trading Name: _____ Name Location: _____

Partners/Directors: _____

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Project Costings Summary

Summary

Item	Cost €
(1) Setting up stand	_____
(2) Renting stand	_____
(3) Running stand	_____
(4) Economy Airfares	_____
(5) Subsistence (limit Euro 200/night) pp.	_____
_____	_____
_____	_____
Total	
Source of Funds	
(6) Own Funds	_____
(7) Borrowing	_____
(8) State Aid	_____
(9) Other	_____
_____	_____
_____	_____
Total	

General

Any additional general comments:

F12***Trade Fair Participation (SMEs only)*****Nature of Project**

- To assist SMEs by providing support towards the cost of participating in Trade Fairs.

Eligible Cost base

1. Renting, setting up and running stand.
2. Economy airfares.
3. Subsistence limit €200/night per person.

State Aid Limits

- The maximum rate of 50% gross of eligible cost applies to all areas, i.e. Border Mid West (BMW) + South and East (S & E) regions.

Can be combined with

- Not applicable.

Conditions

- Payable only for first participation in a certain fair or exhibition.

Exclusions

- Does not apply to synthetic fibres, motor vehicles and ***Annex 1 products***. Therefore excludes Aquaculture and Food/Fish.

Applicable European Union Guidelines

- Community Guidelines on State Aid for SMEs. (SMEs)

Maximum European Union aid limit per project

- €65,000 per firm up to end 2006, as per notification to the European Union.

