**CO-FINANCING APPLICATION FORM**

(NB: PLEASE COMPLETE THIS APPLLICATION IN FULL. INCOMPLETE APPLICATIONS **WILL NOT** BE ACCEPTED FOR EVALUATION. SUBMISSION OF THE COMPLETED APPLICATION ALONG WITH THE SUPPLEMENTARY DOCUMENTATION **DOES NOT** GURANTEE APPROVAL.)

*Section 1 – Company Bio Data*

1. Registered Company Name:
2. Registered Company Address:
3. Company Website:
4. Name of Applicant:
5. Position of Applicant (Preferably Executive Management):
6. Telephone Contact of Applicant:
7. Email Address of Applicant:
8. Core Business Activity of Company (Please select the appropriate box):

[ ]  **Manufacturing** [ ]  **Service Provider**

1. Sector (Please select the appropriate box(es)):

[ ]  **Food & Beverage** [ ]  **Construction** [ ]  **Agriculture & Agro-Processing**

[ ]  **Tourism** [ ]  **Film** [ ]  **Fashion**

[ ]  **Animation** [ ]  **Music** [ ]  **ICT**

[ ]  **Professional Services** [ ]  **Personal Care** [ ]  **Paper, Printing & Packaging**

 [ ]  **Household & Industrial Chemicals** [ ]  **Other**

\* If Other, please specify:

1. Description of Core Business Activity:
2. Average Annual Revenue (Please select the appropriate box):

[ ]  **Under $TTD 1,000,000.00 per annum**

[ ]  **Between $TTD 1,000,000.01 and $TTD 8,000,000.00 per annum**

[ ]  **Between $TTD 8,000,000.01 and $TTD 15,000,000.00 per annum**

[ ]  **Above $TTD 15,000,000.00 per annum**

1. Employment Information:

Number of Full-Time employees –

Number of Part-Time employees –

Number of Management/ Executive Management –

*Section 2 – Company Export Profile*

1. Does the company have an export plan?:

[ ]  **Yes** [ ]  **No**

1. Has the company exported products/ services in the last 24 months?:

[ ]  **Yes** [ ]  **No**

1. If **yes** to question 14, please indicate the types of products/ services the company has exported over the last 24 months:
2. If **yes** to question 14, please indicate the value of exports over the last 24 months:

[ ]  **Under $USD 10,000.00 per annum**

[ ]  **Between $USD 10,000.01 and $USD 100,000.00 per annum**

[ ]  **Between $USD 100,000.01 and $USD 500,000.00 per annum**

[ ]  **Between $USD 500,000.01 and $USD 1,000,000.00 per annum**

[ ]  **Above $USD 1,000,000.00 per annum**

1. If **yes** to question 14, please identify the markets you have exported to over the last 24 months:
2. If **no** to question 14, please identify issues and challenges faced that has hindered the export process:
3. Please indicate if the products/ services being exported in question 15 are being sold in the local market:

*Section 3 – Co-Financing Request*

1. Please select the co-financing service the company intends to pursue:

[ ]  **Product Registration in Overseas Markets**

[ ]  **Company Registration in Overseas Markets**

[ ]  **Intellectual Property Registration in Overseas Markets**

[ ]  **Product Testing for Entry into Overseas Markets**

[ ]  **Shipping of Samples to Potential Distributors/Buyers in Overseas Market**

[ ]  **Translation of Export Related Documents**

[ ]  **Trade Show Participation in Overseas Markets**

[ ]  **Label Design Modification for Entry into Overseas Markets**

[ ]  **First Time Website Development**

[ ]  **E-Commerce Platform Development**

1. Please indicate the amount of funding being sought:
2. How will the co-financing service being requested in question 20 impact the company’s capacity to export?:
3. Please identify your target export market(s) i.e. countries that you intend to export to:
4. Description of the company’s product or service (include HS code if applicable):

|  |  |
| --- | --- |
| **Product/ Service** | **HS Code (6 digits/ 8 digits)** |
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1. Have you accessed exporTT’s Co-Financing Facility within the last 18 months?:

[ ]  **Yes** [ ]  **No**

1. If yes to question 25, please indicate the following:
2. What co-financing service(s) did the company receive funding for from exporTT within the last 18 months?:
3. What the value of the co-financing assistance received:
4. Did the co-financing funding received from exporTT impact the company’s export?:

[ ]  **Yes** [ ]  **No**

1. If yes, please briefly describe the impact of exporTT’s funding on the company’s export activities:
2. If no, describe the issues and challenges encountered:

*Co-Financing Facility Checklist*

To ensure that your co-financing application is processed, please make certain the following documents are submitted:

[ ]  **Completed co-financing application form**

[ ]  **Business registration documents (Certificate of Incorporation/ Certificate of Registration)**

[ ]  **Quotations / Invoices (for the co-financing service being requested)**

[ ]  **Financial Statement (the most recent year available)**

[ ]  **Business Plan/ Export Plan**

[ ]  **Certificate of free sale (if applicable)**

[ ]  **VAT clearance certificate (if applicable)**

[ ]  **Certificate of origin (if applicable)**

[ ]  **Other supplementary documentation as advised by exporTT Business Advisors**

Please send all **completed** application forms to **both**:

**Mr. Jonathan Seecharan**

 Business Advisor – External Funding

Email: **jseecharan@exportt.co.tt**

Contact: Tel: (868) 612-3988 ext 7930

**Nichole Rajkumar**

Assistant Business Advisor – External Funding

Email: **nrajkumar@exportt.co.tt**

Tel: (868) 612-3988 ext 7945

*Attestation Clause*

I of make oath and say that the

 **(NAME)** **(ADDRESS)**

contents of this application are true and correct to the best of my knowledge, information and belief.

**Name (Block Letters):**

**Signature:**

**Date of Submission:**