

ANNEX 1.2.

Application Form

Measure 3: Investments in physical assets concerning processing and marketing of agricultural and fishery products

IPARD Programme 2014 - 2020

Name of the applicant	<i><Full name by registration of legal entity ></i>
Title of the Investment Action	<i><please give short title of your project, example: 'Investment in _____></i>

TO BE FILLED IN BY OFFICIALS ONLY	
PROTOCOL NO.	
ID NO. OF APPLICATION	

PART 1 - The Applicant

Instructions: Please fill in this form regarding all information requested. Please make sure that you provide all necessary personal information as accurate as possible in order to facilitate the process of administrative compliance of your application form. Please do not forget to sign and date this application form at the end.

1.1 Name and contacts

Name of the applicant	<full name by registration, if legal entity >	
ID/Passport Number of the applicant		
Official address:	<Village/town, region>	
Correspondence address	<Village/town, region>	
Telephone number:	<fixed and mobile: area code + number>	
Fax number:	< area code + number>	
E-mail of the applicant:		
Legal representative		
ID/Passport Number of the legal representative		
Correspondence address and contacts of the legal representative	<Village/town, region>	
	Tel:	e-mail

1.2 Legal status

Legal status of the applicants	Physical Person (registered in NBC)	
	<specify legal form, ex. LTD, JSC, etc.>	
	Share of private property in the capital ____%	
	Share of public property ____%	
Legal Entity <input type="checkbox"/>	No. Of employees _____	
	<in words.....>	
NBC registration	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	NBC number	
	Date of registration	
Tax number	< tax number >	

1.3 Bank detail

Name of the bank	
Address of the bank	
SWFT /bank code	
IBAN/account number	

1.4 Specialisation and experience record

Main area of activity of the applicant	< please describe >	
Years of experience in agro-food processing of the applicant	< number of years >	
Does the recipient of the support, his / her legal representative or the managerial employee must have a university degree or a degree in vocational education in one of the fields such as engineering, food chemistry, food technology, economic / legal or at least 3 years of work experience in processing field.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	< please provide the appropriate type of document as proof under point 13 and 14 under Section 3 of the Application Form >	

1.5 Previous grants under IPARD Programme, National or other donor funded schemes

Investment subsidies/grants received by the applicant in the last 5 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Description of the support, if such received in the previous 5 years	National Agency /Donor	<Specify>
	Name of the support scheme	
	Year	
	Amount of grant	
	<Short description of the support>	

1.6 Determination of category of enterprise:

Please fill in this form regarding the stated thresholds:

Micro enterprise (up to 10 employee and annual turnover does not exceed 0.2 million EUR or the balance sheet ceiling ≤ 0,2 million EUR.)	<input type="checkbox"/> Yes
Small enterprise (up to 50 employee and annual turnover does not exceed 1 million EUR or the balance sheet ceiling ≤ 1 million EUR.)	<input type="checkbox"/> Yes
Medium enterprise (up to 250 employee and annual turnover does not exceed 5 million EUR or the balance sheet ceiling ≤ 4.3 million EUR.)	<input type="checkbox"/> Yes

The size of the company is established considering the link and partner companies.

PART 2 Description of the Investment Action

2.1 General Information about the Investment Action

Title:		<i><please give a short title of your Investment Action, example: 'Investment in milk quality improvement of 'Zeta' LTD ></i>	
Sector:		<i><please enter the sector and type of the Investment Action as stated in the Guideline for Applicants under each sector></i>	
Short Description		<i><please give a short description of the investment and product outputs for which the Application is submitted as extract from the narrative part of the Business Plan></i>	
Location(s):		<i><specify region(s), village/ town(s) that will benefit of the investment></i>	
Implementation period:		<i>< in months></i>	
Ranking Criteria:	The investment involves the establishment of food safety standard systems (GHP, HACCP)	20points	<input type="checkbox"/> Yes
	Investments are related to waste treatment, water purification, and/ or utilization of waste products	30points	<input type="checkbox"/> Yes
	The investment includes installment of renewable energy technologies	20points	<input type="checkbox"/> Yes
	The investment targets alignment of the entire establishment with all relevant Union standards	30points	<input type="checkbox"/> Yes

		Total points:points.
Total amount of the investment:		<_____>EUR <_____> ALL< (enter amount from Table 4 of Narrative part 1 of Business Plan)	
Total amount of estimated eligible expenditures of the Investment Action:		<_____>EUR <_____> ALL< (enter amount from Table 4 of Narrative part 1 of Business Plan)	
Aid Intensity		50% of total estimated eligible expenditure as aid intensity	
Requested grant:		<_____> EUR <_____> ALL (enter amount according to the Business plan table of eligible costs and selected offers)	

2.2 Project compliance with general measure objectives:

Please tag in this table by determining the project compliance with the applicable general measure objectives. Justification of the selection should be provided in the narrative part of the Business Plan/Technical project proposal. It is accepted to mark more than one of the compliance criteria.

№	Improve overall productivity, economic viability and attainment of national and union standards in agricultural holdings via:	Compliance
		(mark with X *)
	General Objective	
1.	To increase the ability of the agri-food sector to cope with competitive pressure and market forces and to help the sector to progressively align with the Union standards by supporting development of the physical assets;	
2.	To address the challenges of climate change by promoting resource efficiency and renewable energy	

2.3 Project compliance with specific measure objectives:

Please tag in this table by determining the project compliance with the applicable specific measure objectives. Justification of the selection should be provided in the narrative part of the Business Plan/Technical project proposal. It is accepted to mark more than one of the compliance criteria.

№	Improve overall productivity, economic viability and attainment of national and union	Compliance
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	standards in agricultural holdings via:	(mark with X *)
	Specific objectives	
1.	To modernise physical assets of selected priority food processing sectors in order to improve competitiveness and to gradually align with Union standards in the fields of environmental protection, food safety and public health, animal welfare, and occupational safety;	
2.	To encourage investments in milk, meat, fruits and vegetable and wine processing enterprises with the aim to:	
2.1	o Improve milk hygiene at milk collection points through support to investments in milk cooling tanks and specialised milk transport vehicles;	
2.2	o Encourage introduction and improvement of technologies and practices at food processing plants, contributing to the production of products gradually meeting Union standards and improving competitiveness;	
2.3	o Encourage investments in slaughtering facilities, which would comply with the Union standards;	
2.4	o Reduce the post-harvest loses and improve storage techniques and capacities in fruits and vegetables, and grapes;	
2.5	o Support introduction and improvement of food safety and quality systems;	
2.6	o Improve treatment and handling of waste and utilisation of by-products.	

2.4 Eligible expenditures:

Please tag in this table by determining eligible expenditures regarding type of applied investments, stated in the Business Plan and selected offers.

Only one sector is eligible for application

Expenditure code	Categories of eligible expenditures		
3-1	MILK AND MILK PRODUCT SECTOR		
3-1.1	Construction and/or reconstruction of facilities and premises for:		
	• Collection, purification, cooling and storing of raw milk;	YES	N/A
	• Bottling, processing (including sterilization and/or pasteurization/UHT), packaging, labelling.	YES	N/A
3-1.2	Equipment, machines and devices for:		
	• Intake, purification, cooling of raw milk in collection centres and processing plants, including containers with special installable devices (with biochemical analyzers), milk cooling tanks, heat modifiers, separators and filters;	YES	N/A
	• Heat treatment and pasteurization, separation, sterilization, homogenization, UTH;	YES	N/A
	• Fermentation and souring of milk, cheese and curd, powder and condensed milk production.	YES	N/A
3-1.3	Mechanization		
	• Specialized cooling tank / system for on truck (excluding the vehicle) transportation, with appropriate equipment (measuring instruments and devices for sampling).	YES	N/A

3-2	MEAT SECTOR		
3-2.1	Construction and/or reconstruction of facilities and premises for:		
	• Intake, temporary accommodation of animals for slaughtering,	YES	N/A
	• Reception and temporary accommodation of sick animals or suspected to be sick or injured animals; rooms used exclusively for slaughtering of sick animals, suspected to be sick or injured animals;	YES	N/A
	• Restraining, stunning and slaughtering of animals;	YES	N/A
	• Meat cutting and processing;	YES	N/A
	• Production of minced meat, meat preparations, mechanically deboned meat;	YES	N/A
	• Construction of new slaughterhouses.	YES	N/A
3-2.2	Equipment, machines and devices for:		
	• Unloading of animals, temporary accommodation, feeding and watering of animals in the lair age area;	YES	N/A
	• Slaughtering, in accordance with animal welfare and food safety requirements;	YES	N/A
	• Skinning, evisceration;	YES	N/A
	• Intake of raw materials;	YES	N/A
	• Cooling and/or freezing equipment;	YES	N/A
	• Cutting, deboning and processing of meat;	YES	N/A
	• Production of minced meat, meat preparations, mechanically deboned meat;	YES	N/A

	• Processing of edible offal and other by-products for human consumption;	YES	N/A
	• Establishing special microclimate and/or temperature conditions for the needs of production and/or storing of products, including equipment for air-conditioning - cooling/heating, drying/moisturizing of air;	YES	N/A
	• Internal veterinary checks.	YES	N/A
3-2.3	Mechanization		
	• Specialized trailers for transportation of live animals in compliance with animal welfare requirements.	YES	N/A

3-3	FRUITS AND VEGETABLE SECTOR		
3-3.1	Construction and/or reconstruction of facilities and premises for:		
	• Reception, washing, treating, drying and cleaning of raw materials;	YES	N/A
	• Keeping and grading of raw materials;	YES	N/A
	• Processing of raw materials, including cutting, peeling, grinding, blanching, cooking, mixing, preserving, bottling;	YES	N/A
	• Sterilization and/or pasteurization;	YES	N/A
	• Drying, cooling and freezing.	YES	N/A
3-3.2	Equipment, machines and devices for:		
	• Reception, washing, treating, drying and cleaning of raw materials;	YES	N/A
	• Keeping and grading of raw materials;	YES	N/A
	• Processing of raw materials, including cutting, peeling, grinding, blanching, cooking, mixing, preserving, bottling;	YES	N/A
	• Heat treatment, sterilization and/or pasteurization;	YES	N/A
	• Drying, cooling and freezing;	YES	N/A
	• Measuring and control of technological process..	YES	N/A
3-3.3	Mechanization		
	• Specialized vehicles for the transportation of raw and final products with or without a cooling system, excluding trucks and/ including trailers or on truck equipped with freezers.	YES	N/A

3-4	WINE SECTOR		
3-4.1	Construction and/or reconstruction of facilities and premises for:		
	• Reception, washing and cleaning of raw materials;;	YES	N/A
	• Grading and processing;	YES	N/A
3-4.2	Equipment, machines and devices for:		
	• Reception, washing and cleaning of raw materials;	YES	N/A
	• Processing of grapes, including pneumatic presses;	YES	N/A

	• Cold stabilization of wine;	YES	N/A
	• Wine making on-the-spot cleaning stations.	YES	N/A
3-4.3	Mechanization		
	• Stainless steel trailers for transportation from vineyard to winery.	YES	N/A

3-5	COMMON TO ALL SECTORS		
3-5.1	Construction and/or reconstruction of:		
	• Internal road network;	YES	N/A
	• Fences (excluding stonewalls and wrought iron fences);	YES	N/A
	• Premises for installation of the ventilation and air-conditioning equipment;	YES	N/A
	• Premises for administration, with associated facilities (rest area for workers, changing rooms, sanitary nodes);	YES	N/A
	• Energy production plants from renewable resources (solar panels, windmills, biomass electric plants) for self-consumption, connection of plants to the electricity supply (network/from the plant to the building);	YES	N/A
	• Water supply systems;	YES	N/A
	• Facilities and premises for packaging (including bottling), labelling, storage and dispatching of final products and edible by-products;	YES	N/A
	• Facilities and premises for collection, treatment and disposal of inedible by-products and solid and liquid waste, and for prevention of air pollution;	YES	N/A
	• Facilities and premises for sanitation and storage of equipment and sanitation chemicals, cleaning, washing and disinfection, including cleaning, washing and disinfection means of transportation;	YES	N/A
	• Facilities and premises for storing utensils, packaging, and wrapping materials, spices and additives.	YES	N/A
3-5.2	Equipment, machines and devices for:		
	• Administration, with associated IT equipment (hardware and specialized software for monitoring, control, product and process management);	YES	N/A
	• Establishing special microclimate and/or temperature conditions for the needs of production and/or storing of products.	YES	N/A
	• Handling and transportation within the plant (including animals, carcasses, raw materials and products, chemicals, utensils);	YES	N/A
	• Packaging (including bottling), labelling, storing, and dispatching of final products and edible by-products;	YES	N/A
	• Cleaning, washing and disinfection of facilities, clothes and shoes;	YES	N/A
	• Collection, keeping (cool storage), removal and processing of inedible by-products, and treatment (including storing and packaging) and disposal of waste;	YES	N/A
	• Storing and transportation of primary, secondary and tertiary packaging material and solid waste;	YES	N/A
	• Introducing / improving food safety systems and / or quality management systems.	YES	N/A
3-5.3	Other general expenditures for:		

• Preparing the project and technical documentation, such as fees for architects, engineers and other consultants' fees;	YES	N/A
• Environmental impact assessment studies;	YES	N/A
• Preparing documentation for the IPARD call for applications and payment claim process (consulting services for IPARD applications);	YES	N/A
• Feasibility studies and other studies related to the project /Business Plan, acquisition of patent right and licenses.	YES	N/A

PART 3. List of Supporting Documents Attached

Instructions: Please complete the tables 3.1 to 3.3 below indicating supporting documents, which are to be attached to the application. Tick 'Yes', if the document is attached; and tick 'N/A' if the requested documents is not applicable for the status/type of the applicant and/or the investment. Attach all supporting documents of tables 3.1 to 3.3 in a separate folder. In the upper right corner of the first page of the attached supporting documents place the reference number (1,2,3 etc.) and order the documents by reference number.

<p>IMPORTANT NOTES:</p> <p>Please follow carefully the instructions regarding the type of documents to be submitted as indicated in point 5.1 of the Guideline for Applicants – originals or copies.</p> <p>Copies have to be certified by signature of the applicant / legal representative unless notary verification is explicitly required for a specific document and indicated in the table.</p> <p>All original documents should be available on site and will be checked during on-the-spot controls prior contracting.</p>

3.1 Documents related to the eligibility of the applicant

No.	Type of Document	Yes	N/A
Documents related to the legal status and financial standing of the applicant			
1	<u>Copy</u> of the ID/Passport of the applicant/legal representative	<input type="checkbox"/>	<input type="checkbox"/>
2	<u>Copy</u> of the certificate of registration in the National Business Centre (NBC	<input type="checkbox"/>	<input type="checkbox"/>
3	<u>Copy</u> of the licence certificate from the National Business Centre, <i>if required by the legal status and existing business</i>	<input type="checkbox"/>	<input type="checkbox"/>
4	<u>Original</u> document -inventory book for all fixed assets, possessed by the applicant, including date of acquisition, balance (initial) value, current value and predicted period of exploitation. Inventory book should refer to the month before application form has been submitted	<input type="checkbox"/>	<input type="checkbox"/>
5	<u>Copy</u> of the income statements (profit and loss statement) for the past two years, <i>if required by the legal status, or for company being established in the application year, a copy of the trial income statement.</i>	<input type="checkbox"/>	<input type="checkbox"/>
6	<u>Original</u> document issued by the National Bank of Albania - Credit Register stating that the applicant has no bad debt (stages 1 or 2).	<input type="checkbox"/>	<input type="checkbox"/>
Documents related to grounds for exclusion in Annex 6 of the Guideline for Applicants			
7	<u>Original</u> document - confirmation by the Ministry of Justice that the Applicant, <i>if physical person <or the Owner/Legal representative (if applicant is legal entity)> has not been convicted</i> , issued not earlier than 30 days, before the submission of the application	<input type="checkbox"/>	<input type="checkbox"/>

No.	Type of Document	Yes	N/A
8	<u>Original</u> document - confirmation by the Prosecutors Office that the Applicant (if natural person) or the Owner/Legal representative (if applicant is legal entity) has not been under investigation , issued not earlier than 30 days, before the submission of the application	<input type="checkbox"/>	<input type="checkbox"/>
9	<u>Original</u> document from NBC proving that the legal entity is not under bankruptcy or liquidation procedure, issued not earlier than 30 days before the application	<input type="checkbox"/>	<input type="checkbox"/>
10	<u>Original</u> certificate proving that the applicant has fulfilled its tax payment obligations (social, pension and health), issued not earlier than 30 days issued by Tax Office	<input type="checkbox"/>	<input type="checkbox"/>
11	<u>Original</u> document about payment of land tax issued by Municipality not earlier than 30 days before the application	<input type="checkbox"/>	<input type="checkbox"/>
Documents related to the minimum required size of the enterprise/ establishment			
12	<u>Copy</u> of List of employees with an official signature and stamp by the legal representative and/or Original Certificate from NBC proving that the Enterprise/ Establishment employees fewer than 250 persons which have an annual turnover not exceeding 5 million Euro. <i>.(prove that the Enterprise is small or medium sized)</i>	<input type="checkbox"/>	<input type="checkbox"/>
13	<u>Copy of declaration which should be Notary verified, confirming that the enterprise/establishment is not part of other company group.</u>		
Documents proving education or professional experience in agro-food processing			
14	<u>Copy</u> of formal education certificate of the recipient (if a natural person) or in the case of legal entities, the legal representative or employee at management level(university degree or vocational qualification)in the relevant agricultural/food science fields covering the eligible products and/or economics/law or	<input type="checkbox"/>	<input type="checkbox"/>
15	<u>Copy</u> of professional service records of The recipient (if a natural person) or in the case of legal entities, the legal representative or employee at management level of working experience for at least 3 years in respective agro-/food processing fields covering the eligible products, certified by Public Social Insurance Institute	<input type="checkbox"/>	<input type="checkbox"/>

3.2 Documents related to the eligibility of investments

No.	Type of Document	Yes	N/A
For investments above 50 000 EUR, related to introduction of automated systems¹			
16	<u>Copy</u> of the technical and / or technological project with a scheme and description of the manufacturing process, justifying the activities and costs that are eligible, as well as showing the capacity of production.	<input type="checkbox"/>	<input type="checkbox"/>
For renting of building, premises or land not owned by the applicant			
17	<u>Copy</u> of rental contract with at least 10 years from the date of application, with notary verification(verification n/a for state rentals) and	<input type="checkbox"/>	<input type="checkbox"/>
18	<u>Copy</u> of ownership Certificate issued by for the Registration of Immovable Property accompanied with the indicative map, file and the planimetry (lay out) on the registered land titles stating the ownership of the land and/or building(s) to the rentier	<input type="checkbox"/>	<input type="checkbox"/>
For investments in construction/reconstruction activities			
19	<u>Copy</u> of the ownership certificate issued by the Office for the Registration of Immovable Property accompanied by the indicative map, file and the planimetry (lay out) stating the ownership of the land and building(s), on which the investments will take place, or	<input type="checkbox"/>	<input type="checkbox"/>
20	<u>Copy of the ownership confirmation issued by the Office for the Registration of Immovable Property</u> accompanied by the indicative map, file and the planimetry	<input type="checkbox"/>	<input type="checkbox"/>

¹automated systems are all types of equipment, subject to financing, which are dedicated to process agricultural and fishery products.

No.	Type of Document	Yes	N/A
	(lay out) stating the ownership of the land and building(s), on which the investments will take place, or		
21	<u>Copy of rental contract with a minimum duration of at least 10 years from the date of application, with notary verification (n/a for state rentals) and</u>	<input type="checkbox"/>	<input type="checkbox"/>
22	<u>Copy of ownership Certificate</u> issued by for the Registration of Immovable Property accompanied with the indicative map, file and the planimetry (lay out) on the registered land titles stating the ownership of the land and building(s) to the person who is renting it	<input type="checkbox"/>	<input type="checkbox"/>
23	<u>Copy of the construction permit /Special development permit, if required by legislation</u>	<input type="checkbox"/>	<input type="checkbox"/>
24	<u>Copy of the architectural design and construction plan /technical design of the investment, if required by the legislation</u> *Architectural plan of the existing/ planned construction and the technological design should be submitted with the application in all cases when there is an investment to be installed/ used in the building and there is a technological process (for instance a processing line) inside those buildings	<input type="checkbox"/>	<input type="checkbox"/>
25	<u>Copy of Registration of animals (RUDA System)</u>	<input type="checkbox"/>	<input type="checkbox"/>
26	<u>Copy of the environmental permit</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Additional requirements regarding achievement of NMS and EU Standards</u>			
27	Copy of the declaration issued by National Environmental Agency confirming that the recipient/entire enterprise will comply with national minimum standards for environmental protection and the investment will attain EU standards no later than before final payment and	<input type="checkbox"/>	<input type="checkbox"/>
28	Copy of preliminary environment impact assessment decision (for projects which are part of annex II of environment impact assessment law) or		
29	Copy of environment declaration (for projects which are part of annex I of environment impact assessment law)		
30	Copy of the declaration issued by NFA (National Food Authority) e confirming that the recipient/entire enterprise will comply with national minimum standards for public health the investment will attain EU standards no later than before final payment (Attached to this declaration is the inspection documentation (inspection authorization, list of verification, inspection process-verbal)	<input type="checkbox"/>	<input type="checkbox"/>
31	Copy of the declaration issued by Veterinary Service confirming that the recipient/entire enterprise will attain national minimum standards for animal welfare and the investment will attain EU standards no later than before final payment (Attached to this declaration is the inspection documentation (inspection authorization, list of verification, inspection process-verbal)	<input type="checkbox"/>	<input type="checkbox"/>
32	Copy of certificate issued by Veterinary Service (animal welfare)	<input type="checkbox"/>	<input type="checkbox"/>
33	Copy the declaration issued by Labour Inspectorate confirming that the recipient/entire enterprise will attain national minimum standards for occupation safety and the investment will attain EU standards no later than before` final payment.	<input type="checkbox"/>	<input type="checkbox"/>
For investments in renewable energy			
34	<u>Copy of decision for incorporation to the Albanian electricity grid network in case of renewable energy investments.</u>	<input type="checkbox"/>	<input type="checkbox"/>
35	<u>Copy of contract with energy company for the energy output produced by the applicant.</u>	<input type="checkbox"/>	<input type="checkbox"/>
36	<u>Copy of report executed by certified energy auditor/technician from Agency for Energy efficiency part of Ministry of Infrastructure and Energy, stating the annual energy farm consumption</u>	<input type="checkbox"/>	<input type="checkbox"/>

No.	Type of Document	Yes	N/A
		<input type="checkbox"/>	<input type="checkbox"/>

3.3 Business plan and attachments

No.	Document	Yes	N/A
37	Business plan Narrative Section / Technical project proposal Narrative Section-questionnaire – Part 1: Narrative Section – in paper print and in electronic format (CD-ROM)	<input type="checkbox"/>	<input type="checkbox"/>
38	Business plan Financial Section / Technical project proposal Simple income statement – Part 2: –in paper and in electronic format (CD-ROM)	<input type="checkbox"/>	<input type="checkbox"/>
39	Request for submitting offer including minimum technical specification for all offers that have been collected by the applicant * this template consists of minimum technical specifications for the project processing capacity (milk processing, slauterhausing, wine processing capacity), and submit them to all potential suppliers when requesting offers. Minimum technical specifications should concern only the principal characteristics and not include items which are not eligible under the Programme.	<input type="checkbox"/>	<input type="checkbox"/>
40	All Original offers (of selected and non-selected suppliers) with Technical Specifications from the selected offer/s for all items, including for services (of third parties), which shall be supplied. All Original Offers must include statement of the suppliers regarding the origin of the goods	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
41	All Original offers for general costs (architect costs, engineer costs, and/ or consultancy costs for preparation of business plan, technology project, feasibility study or related costs) are submitted	<input type="checkbox"/>	<input type="checkbox"/>
42	Copy of NBC registration certificate (including the extract) of the selected and non-selected suppliers issued by its National Business Centre from where the suppliers originate.	<input type="checkbox"/>	<input type="checkbox"/>
43	<u>Copy</u> of Service Contract, for eligible general costs (architect costs, engineer costs, and/ or consultancy costs for preparation of business plan, technology project, feasibility study or related costs) if elaborated before the application	<input type="checkbox"/>	<input type="checkbox"/>

IMPORTANT:

Please read carefully Section 5.1 of the Guideline for Applicants describing the requirements for collection of offers and content of the offers.

PART 4 Declarations

4.1 Declaration by the applicant

Declaration by the applicant

The applicant, represented by the undersigned, being the authorised signatory of the applicant, in the context of the present call for proposals, hereby declares that:

- the information in this application is true and complete and that the situation has not changed since the date of issue of supporting document;
- does not hold a position (elected or appointed) in a public institution therefore it is not in any conflict of interest based on Lawno.9367 of 7.4.2005 'On the prevention of conflict of interest during the exercise of public functions', as amended.
- the applicant is directly responsible for the preparation, management and implementation of the action and is not acting as an intermediary;
- the applicant is eligible in accordance with the criteria set out under Section 2.2 of the Guideline for Applicants;
- the applicant is not in any of the situations excluding them from participating in contracts which are listed in Annex 5 of the Guideline for Applicants.
- if recommended to be awarded a grant, the applicant, accepts the terms and conditions set out in the grant contract template available via download from www.azhbr.gov.al;
- the Investment Action applied for has not been funded by other national, EU or other donor supported programme;
- the applicant /and its shareholders/ legal representatives are not in conflict of interest with the suppliers, from which offers were collected;
- the applicant is aware that, for the purposes of safeguarding the financial interests of the EU, their personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office;
- if awarded a grant, the applicant and/or the person authorised accepts to provide access to the premises, documents and any information required for Grant Scheme that shall be carried out according to the Guideline for Applicant, and accepts to support these control mission.
- if awarded a grant, the applicant accepts the beneficiary name and grant details to be published on the website www.azhbr.gov.al.

I am fully aware that I am liable under Albanian law for provision of false, incomplete or misleading statements.

Full Name of Applicant/ Legal Representative	
Signature	
Place, Date	

DECLARATION

I _____ declare that the enterprise registered with NUIITS number
(_____) is not part of other company group.

Or applicant is linked or partner with other companies

*The declaration foreseen by the applicant also includes information on whether the applicant is linked or partner with other companies (including by a natural person) and, if so, the number of employees and the turnover shall be declared for all linked and partner enterprises of the applicant. _____

Name Surname _____

Date _____

Signature

This declaration shall include all information required by Article 4/4 of the Law. No. 10042, dated 22.12.2008.

