

Application for the Island Infrastructure Scheme

Please complete in BLOCK CAPITALS and in black ink, before returning to:

Enterprise Support Division, Department for Enterprise, 1st Floor, St George's Court, Upper Church Street,
Douglas, IM1 1EX
T: +44 1624 687333
E: IIS@gov.im

The Enterprise Support Division can provide you with guidance regarding eligibility for the Scheme and you are encouraged to contact the team prior to the submission of this application form.

All applicants must complete the application form and provide the following supporting information:-

- Overall project budget including details of other funding/financing;
- Expenditure in respect of which financial assistance is sought;
- Background and current or proposed location of the business;
- CVs and relevant experience of the management team;
- Details of the business: (date of registration, shareholders (to include percentages of shares owned), directors, beneficial owners etc. and links to other businesses, if any);
- Financial information including:
 - Proof and source of funding;
 - Cash flow for the duration of the development;
 - Copies of audited accounts for the previous 3 years (if applicable);
 - Projected profit and loss forecasts for the next 3 years together with an explanatory narrative;
 - A list of all items in respect of which assistance is being requested together with the cost of each (net of VAT) and an explanatory narrative; and
 - Any other relevant information, particularly as to any potential risks to the business.
- Drawings / plans of the proposed development;
- A description of how it meets the Scheme's objectives including any wider benefits;
- Time scale for development including project start and end date;
- Proposed milestones of the project (this will assist the Department on creating payment milestones);
- Objectives of the proposed development;
- Project timescales; and
- Whether the project needs planning approval and if this has been received (for clarity applicants can apply before planning approval is sought, however any offer will be subject to planning approval).

Section 1: To be completed by ALL applicants

Please tick as appropriate	Start-up		Sole Trader		Partnership		Public Limited Company	
Limited Company	Other - please specify							

Main Point of Contact

First Name(s)							
Surname							
Address							
					Post Code		
E-mail							
Direct Dial				Mobile			

Section 2: Business Details - please complete

Trading Name							
Company Registration No.			VAT No.			Business Tax Reference No.	
Registered Company Address							
					Post Code		
E-mail							
Web							
Bank Name							
Bank Address							
Accountant							
Accountant Address							
					Post Code		
Is this Company part of a Group? If so please detail other members of the Group below and highlight any relevant to the applications							

Important Note: Where other companies are relevant to the application, express permission to undertake due diligence may be sought.

Section 3: Directors and Ownership

Name	D.O.B	Nationality	Country of Residence	Shareholder %	Director

Section 4: Declaration - to be completed by ALL applicants

Please tick each box to confirm / declare to be true, or if applicable, that each will be true once business is operational (*Mandatory)			
I/We confirm that I am/we are duly authorised to make this application and that the business is trading lawfully and is not operating in contravention of any statutory requirement relating to its trade or business. The business' conduct (to the best of my/our knowledge) is not detrimental to the environment of the Isle of Man, nor is it likely to bring the Department into disrepute.*			
I/We am/are authorised by the company and hereby apply for Government assistance as described above.*			
I/We declare that the information given in this application is correct.*			
I/We declare that I have disclosed to the Department the beneficial owners of the company/business.*			
I/We confirm that no person involved in control of the company/business is disqualified for holding appointment as a director or a company secretary anywhere in the world or is the subject of outstanding executions in the Island or has criminal convictions whether imposed by a court in the Island or elsewhere for offences, which if committed in the Island are punishable with custody, regardless of the sentence actually imposed. ** (In determining whether a person has criminal convictions, any conviction which is spent for the purposes of the <u>Rehabilitation of Offenders Act 2001</u> (or would be had the conviction occurred in the Island) must be disregarded.) Please use the space provided on the following page for any explanation.*			
I/We acknowledge that if this application for financial assistance is successful, the financial assistance or part of it (at the Department's discretion) may become repayable in a number of circumstances including if this application or any supporting documentation relevant thereto is shown to have been false, misleading or inaccurate in any material respect.*			
I/We understand that the support offered by 3rd Party contractors through Department Schemes does not constitute advice. I/we acknowledge it is then up to the applicant to seek independent advice and/or make its own decisions.*			
I/We agree to supply future information such as review questionnaires, employee numbers and other relevant financial information which relates to active contracts between the business and the Department, upon the request of the Department.*			
I/We confirm that the business satisfies the probity requirements set out in this declaration and has an appropriate anti-bribery policy as required by section 10 of the Bribery Act 2013.*			
I / We acknowledge that the Department for Enterprise collects and processes your personal information to allow public authorities to respond to requests for information made under the Freedom of Information Act 2015. Should your personal information be subject to such a request, information will not be released into the public domain without your prior notification. The Department will where appropriate uphold all applicable exemptions in accordance with the Freedom of Information Act 2015, Data Protection Act 2018 & Law Enforcement Directive 2018.*			
I/We understand and permit that the information I/we provide will be used by the Isle of Man Department for Enterprise in accordance with the <u>Data Protection Act 2018</u> for the purposes of administration, research, analysis and to inform me/us of relevant marketing information. To view a copy of the Department's Privacy Notice, click here. The Department will not share my details with third parties without firstly seeking my/our permission*			
I/We understand that financial support is not available for any goods purchased or services provided before the date of application under any of the Department's schemes*			
I/We confirm that the Department may contact us by email with relation to the application.*			
I/We would like to receive marketing information about related services provided by the Department for Enterprise. <i>(Not mandatory)</i>			
I/We agree to comply with requests from the Department for information to help aid the future promotion and marketing of the schemes. <i>(Not mandatory)</i>			
Signed:		Position in Company:	
Name in BLOCK CAPITALS:		Date:	

NOTE: The above Declaration must be signed by a Director or Company Secretary in the case of a Company, or by a proprietor or partner in the case of a firm. A false declaration will lead to a reclaim of all or part of the grant paid.

NOTE: If the application is on behalf of a company, please ensure that all Directors sign below:

Name:	Signed:	Position:
Name:	Signed:	Position:
Name:	Signed:	Position:
Name:	Signed:	Position:
Name:	Signed:	Position:
Name:	Signed:	Position:
Name:	Signed:	Position:
Name:	Signed:	Position:

Please use this space to explain in detail where the law hasn't been complied with regarding income tax or national insurance, value added tax, health & safety, planning, employment, immigration or work permits or any unspent criminal convictions.

To the fullest extent permitted by law, neither the Department nor its 3rd party contractors accept any liability for any loss suffered by the business as a result of any action or inaction taken by the business in relation to guidance offered.