**Contact Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Contact Name: |  | Job Title: |   |

|  |  |  |
| --- | --- | --- |
| Business Name: |  |  |
| Address: |  |  |  |
| Phone: |  | Email: |   |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date Business Started Trading: |  |  No Staff:  |   |  Annual Turnover: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Company Reg. No:  |  |  VAT Number: |   |

**Nature of Business**

|  |  |  |  |
| --- | --- | --- | --- |
| Business Description: |  |  |  |
|   |  |  |  |
|  |  |  |  |

*(Brief description of primary activity of the business max. 50 words)*

How much of your sales are business-to-business? (%)

|  |  |  |  |
| --- | --- | --- | --- |
| Legal Status of your business: |  |  |  |

*E.g. Limited, Sole trader, Partnership, Limited Liability Partnership, Community Interest Company, Limited by Guarantee, Group etc.*

Have the controlling shareholders of the business closed down another enterprise operating within the same market within the last 12 months? Yes [ ]  No [ ]

**SME Declaration**

*All data must be related to the last approved accounting period and calculated on an annual basis. In the case of newly-established enterprises whose accounts have not been approved, the data shall be derived from a reliable estimate made in the course of the financial year.*

|  |
| --- |
| Do you employ fewer than 250 people?  |

 Yes [ ]  No [ ]

Is your annual turnover smaller than 50 million Euros? Yes [ ]  No [ ]

Is your balance sheet total smaller than 43 million Euros? Yes [ ]  No [ ]

Does another company hold greater than 25% of shares in your company? (e.g. a group) Yes\*[ ]  No [ ]

Does your company operate as a franchise? Yes [ ]  No [ ]

***\*If yes, we will also have to factor in their number of employees and turnover when assessing if you qualify.***

**De Minimis Declaration (From Last 3 Years)**

*This project needs to comply with the European Commission’s De Minimis regulation (EC Regulation 1407/2013), which allows a company to receive up to 200,000 Euros of public aid over a 3-year period. To confirm you are able to receive assistance from the project, you must declare the full amount of any grants and consultancy support or state aid* *you have received over the last 36 months in the table below:*

**Name of Provider Grant Amount (€) Date of Payment**

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |

**Coventry & Warwickshire Green Business Support**

* Are you applying for a Green Business Audit? [ ]

* Are you applying for a Green Business Grant? (a previous audit or new audit is required for this) [ ]
* Please click in the box if you would like to become a member of the Green Business network which [ ]  is free to join and provides you with our monthly newsletter and access to free events

**How did you hear about the Green Business Programme?**

*Chamber of Commerce* [ ]  *Growth Hub* [ ]  *Coventry City Council* [ ]  *Our website* [ ]

*Social Media* [ ]  *Event* [ ]  *Coventry University* [ ]  *Brochure* [ ]

*Telemarketing* [ ]  *E-Newsletter* [ ]  *Warwickshire Council* [ ]  *Other* [ ]

 *(please specify)*

**Signature**

**PRIVACY STATEMENT:**

We collect personal information about you, on behalf of The Ministry of Housing, Communities and Local Government (MHCLG), so that we can evaluate this project and to report to the European Regional Development Fund (ERDF) for monitoring and evaluation purposes. We will provide business support to you and make referrals to partners and other providers of relevant services as appropriate. Your data will also be added to the Customer Relationship Management (CRM) database.

We, as Accountable Body for the programme will share your information with Warwickshire County Council and the MHCLG. Your details will be stored securely and retained until 2033 in compliance with ERDF requirements and the General Data Protection Regulation.  We will only use your data for the ERDF programmes and not for commercial purposes. More information about how we use your personal information can be found in our full [Privacy Notice](https://www.gov.uk/government/publications/european-regional-development-fund-privacy-notice/european-regional-development-fund-privacy-notice)

*Please tick here to confirm you have received a privacy notice.* [ ]

**APPLICANT SIGNATURE**

Signature Name (CAPITALS)

Position Date