

**SECTOR SPECIFIC ASSISTANCE SCHEME (SSAS)**

**Funding for Emerging Exporters**

# Application Form: Individual Participants

Please ensure that you have read this form in total and fully understood it before you begin to fill it in:

* All questions must be answered.
* Your entity must not be receiving financial assistance from a government or semi government source for the activity for which you are applying for this assistance.
* It is important that you provide us with correct information to ensure that your application is processed quickly and efficiently.



Processed by: ................................................................ Date: .................................

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| Indicate if the applicant is a youth *(Per definition is a company owned/partially owned by a person/s 35 years and younger) Indicate Yes or No with X* | | | | Yes | No |
| Indicate if the applicant is a woman *(woman owned, is a company owned or partially owned by woman) Indicate Yes or No with X* | | | | Yes | No |
| Indicate if the applicant has disability *Indicate Yes or No with X* | | | | Yes | No |
| Indicate how many times the applying entity (individual participant) has utilized the SSAS Project Funding for Emerging Exporters Scheme *(Indicate with X)* | | | | 0 | 1 | 2 | 3 | | 4 | Other |
| Indicate the organizer of the SSAS Emerging Exporters Funding Project | Eastern Cape Development Corporation (ECDC) | | |  |  |  |  | |  |  |
| Event type | Physical Exhibition | X | Virtual Exhibition | | | | |  | | |
| Event Details | Global Digital Trade Expo (Hangzhou,China) | | |  |  |  |  | |  |  |
| Start Date to End Date | 25th – 29th September 2024 | | |  |  |  |  | |  |  |

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| **A. ENTERPRISE DETAILS** | | | | | | | | | | | |  |
| Enterprise Name: | *REGISTERED NAME OF COMPANY* ***EXACTLY*** *AS IT APPEARS ON THE REGISTRATION DOCUMENT (CIPRO or CK DOCUMENT)* | | | | | | | | | | |  |
| If the enterprise does not trade under this name, please give the normal trading name: | | | | | | | | | | | |  |
| *IF THIS IS NOT THE SAME AS THE NAME OF THE ENTERPRISE, INSERT TRADING NAME OF COMPANY.*  *IF ENTERPRISE AND TRADING NAME ARE SAME, PLEASE REWRITE YOUR ENTERPRISE NAME* | | | | | | | | | | | |  |
| Entity Type  (Please Cross X Applicable) | | | (Pty) Ltd | Close Corp. | | | Limited | | Other:  Specify | *SELECT ONE OF THESE OPTIONS AND MARK WITH X*  *SOLE PROPRIETERS ARE EXCLUDED FROM FUNDING.* | | |
| Details of the enterprise contact | | | | | | | | | | | |  |
| Name and designation: *INSERT NAME AND SURNAME. DESIGNATION e.g., DIRECTOR/OWNER* | | | | | Cell Phone: | | | | | | |  |
| Telephone: *IF THE COMPANY ONLY HAS A CELL NUMBER, PLEASE ADD THE CELL NR TO THIS FIELD AS WELL* | | | | | Fax: | | | | | | |  |
| E-mail: | | | | | Web Site Address: | | | | | | |  |
| Company Registration Number | | | | | *AS PER YOUR CIPRO/CK DOCUMENTS* | | | | | | |  |
| Income Tax No. | | | | | *AS IT APPEARS ON YOUR TAX CLEARANCE CERTIFICATE* | | | | | | |  |
| Physical Address of enterprise (Factory in the case of a manufacturer) | | | | | Postal Address of enterprise | | | | | | |  |
|  | | | | | *DO NOT LEAVE THIS FIELD EMPTY EVEN IF THE POSTAL ADDRESS IS THE SAME AS THE PHYSICAL ADDRESS.* | | | | | | |  |
| Province:  Code: | | | | | Province:  Code: | | | | | | | |
| What is the company’s annual turnover for the last two years and the projected turnover | | | | | | | | | | | | |
| Previous Financial Year | | Current Financial Year | | | | | | | Projection next financial Year | | | |
| **2021**  **R** ***EXACT AMOUNT ACCORDING TO YOUR FINANCIAL STATEMENTS,***  ***i.e. REVENUE ON YOUR FINANCIAL DOCUMENTS*** | | **2022**  **R** ***EXACT AMOUNT ACCORDING TO YOUR FINANCIAL STATEMENTS,***  ***i.e. REVENUE ON YOUR FINANCIAL DOCUMENTS*** | | | | | | | **2023**  R ***PROJECTED TURNOVER FOR 2023*** | | | |
| How many employees does the entity employ? | | | | | | | | | ***AMOUNT OF PEOPLE WHO WORK IN YOUR BUSINESS. DO NOT INDICATE 0 (ZERO).*** | | | |
| What is the entity’s operational assets (Total Assets excluding land and Buildings) | | | | | | | | | | | *EXACT AMOUNT AS IT APPEARS ON YOUR FINANCIAL STATEMENTS. THIS IS USUALLY THE FIRST PAGE OF FIGURES OF YOUR FINANCIALS. DEDUCT PROPERTY, BUILDINGS AND LAND VALUES FROM THE FINAL AMOUNT.*  *NORMALLY LISTED AS CURRENT ASSETS.* | |
| Indicate whether the business is a: Manufacturer, Service Provider? | | | | | | *IF YOU USE A 3RD PARTY CONTRACT MANUFACTURER, PLEASE INDICATE MANUFACTURER* | | | | | | |
| List of Products available for exports **per month (Capacity)** | | | | | | | | | | | | |
| Description | | | HS Code | | | | | Rand Value | | | | |
| *FULL DESCRIPTION OF PRODUCTS AVAILABLE FOR EXPORTS PER MONTH* | | | *HARMONISED SYSTEM CODES ARE AVAILABLE FROM ANY FREIGHT FORWARDER OR ON THE INTERNET.* [*https://www.findhs.codes/*](https://www.findhs.codes/) | | | | | *RAND VALUE OF THE PRODUCTS AVAILABLE FOR EXPORT:*  *PLEASE NOTE THAT THIS IS NOT A UNIT PRICE BUT AN INDICATION OF YOUR MONTHLY MANUFACTURING CAPACITY IN RAND*  *e.g COST OF PRODUCT X NUMBER OF UNITS THAT CAN BE MANUFACTURED IN 1 MONTH.* | | | | |
| *ADD ADDITIONAL LINES IF NEEDED* | | |  | | | | |  | | | | |
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| **B. SUPPORT DOCUMENTATION REQUIRED** |
| The following documentation must be attached to this application form, please tick if included with this application: |
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| * Certificate of registration issued by the Commissioner of Customs and Excise (only for international events, and not applicable for missions or investment meetings). The application form can be downloaded at SARS website under “customs”. * Proof of registration of the enterprise in the form of CIPC certificate. * Tax compliance status document (pin) * Comprehensive colour brochure/ CD ROM, Photographs or Pictures of the relevant products marketed by the company. For virtual trade digital videos, digital profiles, digital catalogues and destination marketing. * Audited or independently reviewed financial statements. * Auditor’s Letter confirming the turnover and total assets (where applicable). * A valid copy of the passport of the representative of the entity to be travelling to the exhibition or a valid copy of the SA Id document for local events. * Entity profile (see the guide below). |
| **C. NON PARTICIPATION OF INDIVIDUAL PARTICIPANT** | |
| Note: Both the Project Coordinator and the Individual Participant will be liable for the costs incurred for non-participation at the event. | |
| **SECTION D:CONSENT TO PROCESSING OF PERSONAL INFORMATION IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT NO. 4 OF 2013** |
| 1. Please note that by completing this application and submitting the requested information to the Department of Trade, Industry and Competition (**the dtic**), of which some of the information submitted may constitute personal information as defined in the Protection of Personal Information Act, 2013 (Act No. 4 of 2013) you, as the applicant hereby consent to the processing of your personal information by **the dtic** or any person acting on its behalf, to the extent necessary, for purposes of determining if you qualify for funding. Further, consent is granted that **the dtic** may, provide and verify personal information so attained in the application with other state-owned entities, private corporate entities, industry associations related to the sector or regulatory bodies (*the list is non-exhaustive*). In addition, consent is hereby expressly provided to cross border transfer of personal information where necessary for the performance of a contract between applicant and **the dtic** or for the implementation of pre-contractual measures taken in response to your application, where applicable or for any other matter incidental to the application for funding. 2. **the dtic** confirms:   (a) that personal information submitted herein shall not be used for any other purpose other than the purpose for which it was collected;  (b) that it will not process personal information, except to the extent necessary for the provision of services under the SSAS;  (c) and undertakes to implement and maintain appropriate technical and organisational measures to protect against the unauthorised or unlawful processing of, accidental loss, destruction, damage to or alteration of personal information;  (d) that it shall not retain personal information for any period longer than is necessary for achieving the purpose for which the personal information was processed, and it shall at all times provide the Applicant with timeous prior written notice of any intended destruction or deletion of personal information.  3. Please note further that, in addition to any other rights you may have in terms of the Protection of Personal Information Act, 2013 (Act No. 4 of 2013), you have the right to:  (a) access your personal information in the possession of **the dtic** or any person acting on its behalf;  (b) object to the processing of your personal information;  (c) lodge a complaint with the Information Regulator;  (d) challenge the accuracy of your personal information in the possession of **the dtic**;  (e) request the deletion/destruction of your personal information;  (f) withdraw consent to the processing of your personal information. |

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| **E. DECLARATION** | |
| I hereby declare that the information in this application is a fair and true reflection of our intended project. I am aware of the fact that the information which we have submitted above will have a material bearing on the adjudication of the application and if it therefore subsequently appears that any information in the application with addendum was not correct, or that certain information was omitted, the Governing Committee shall be entitled to withdraw or amend its approval and without prejudice to its rights, to recover any amounts already paid or to withhold further payments due. | |
| **Name of Responsible Official** | *PLEASE COMPLETE THE NAME OF THE PERSON WHO COMPLETED THE FORM* |

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| --- | --- | --- | --- |
| Designation |  | | |
| Signature | *REMEMBER TO SIGN* | Date |  |
| **PROFILE OF THE ENTITY** | | | |  |
| In applying for SSAS Emerging Exporters Funding it is required that, the individual participant submits an entity profile. The following headings should form part of the profile. | | | |
| 1. Name of the entity 2. Contact details and physical address 3. Background of the entity 4. Ownership 5. Vision 6. Mission 7. Products or Services 8. Conclusion | | | |