



the dti

Department:
Trade and Industry
REPUBLIC OF SOUTH AFRICA

SECTOR SPECIFIC ASSISTANCE SCHEME

FUNDING FOR EMERGING EXPORTERS

PROJECT COORDINATOR APPLICATION FORM

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 firm must not be receiving financial assistance from a government or semi government source for the activity for which you are applying for EMIA assistance.

A Project plan must accompany this form, please refer to the attached Guide

It is important that you provide us with correct information to ensure that your application is processed quickly and efficiently.

How did you find out about the Export Market and Investment Assistance grant?

- | | |
|---|--|
| <input type="checkbox"/> Road Show/Exhibition/Presentation | <input type="checkbox"/> Private Business Consultation |
| <input type="checkbox"/> the dti Regional Office | <input type="checkbox"/> the dti Group |
| <input type="checkbox"/> Advertisement: TV, Radio, Print | <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Private Sector Consultant | <input type="checkbox"/> the dti Website |
| <input type="checkbox"/> the dti Customer Contact Centre | <input type="checkbox"/> Other |

Please return completed forms by registered mail or by courier/hand deliver to:

Incentive Development and Administration Division
Private Bag X86
Pretoria 0001
Website: www.thedti.gov.za

77 Meintjies Street
Sunnyside
Pretoria
0002

- Customer Contact Centre: 0861 843 384

INITIAL OF CLERK

| |
|--------------------------|
| DATE STAMP OF RECEIPT |
|--------------------------|

SECTION A: ENTERPRISE DETAILS

| | |
|---------------------------|--|
| Name of the Organisation: | |
|---------------------------|--|

| | | | |
|-----------------------------------|-----------------------------|------------------------------|--|
| Category of Organisation | Export Council | Industry Association | Provincial Investment Promotion Agency |
| | Economic Development Agency | Business Chamber | SEDA |
| | Local Municipalities | Metropolitan Council | |
| Details of the enterprise contact | | | |
| Name and designation: | | Cell Phone: | |
| Telephone: | | Fax: | |
| E-mail: | | Web Site Address: | |
| Physical Address of enterprise | | Postal Address of enterprise | |
| Province: Code: | | Province: Code: | |

| | |
|------------------------------------|--|
| SECTION B: EVENT DETAILS | |
| Name of Event | |
| Country and City | |
| Duration (Start and end date) | |
| Number of SMME participants | |
| Brief Description of the Project | |
| | |
| Aims and Objectives of the Project | |
| | |

| | |
|--|--|
| Outcome of the project | |
| | |
| Outline the pre and post event training for the participating emerging exporters | |
| | |
| How did you establish whether the project has the support of emerging exporters | |
| | |
| How will this Project contribute towards | |
| Black Economic Empowerment | |
| Women Empowerment | |
| SME Development | |
| The Development of Exports | |
| The Development of Exporters | |
| The Development of the Sectors represented at the event | |

| SECTION C: FINANCIAL ASSISTANCE REQUIRED | | | |
|--|--|------------------------|----|
| Description of Expenditure | Rand Value of Estimated expenditure | Office Use Only | |
| Economy Class airfare | | | |
| Ground Transport: Other (Specify) | | | |
| Accommodation | | | |
| Exhibition Costs | | | |
| Transport Costs of Samples | | | |
| Marketing Materials | | | |
| Specialized Training (Specify) | | | |
| Total | | | |
| Will you receive any other financial support from other sources towards activities for which you are applying for support from the EMIA Programme? | | Yes | No |

| SECTION D: SUPPORT DOCUMENTATION REQUIRED (Refer Guidelines for description of documentation) |
|---|
| The following documentation must be attached to this application form, please tick if included with this submission: |
| <input type="checkbox"/> The exporter development programme <input type="checkbox"/> 3 quotations from local travel agents in respect of air travel, ground transport and accommodation <input type="checkbox"/> 3 quotations for transport costs of samples <input type="checkbox"/> Quotation for exhibition costs from the event organizer. <input type="checkbox"/> 3 quotations for promotional materials <input type="checkbox"/> Comprehensive brochure regarding the exhibition where applicable or itinerary for mission/meetings and conferences |

| SECTION E: NON PARTICIPATION OF INDIVIDUAL PARTICIPANTS | |
|--|--|
| Note: The Project Coordinator will be jointly and severally liable for the costs incurred for non participation at the event, either from the individual participants or the entire project. | |
| SECTION F: 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 Adjudication 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 | |
| Designation | |
| Signature | |
| Date | |