

## De Minimis State Aid Declaration

In order to avoid public funding distorting competition within the European Common Market, the European Commission regulate the levels of assistance which the public sector can provide to businesses (“the State Aid rules”). You should note carefully the requirements needed to comply with the European State aid rules and if need be, refer to the relevant legislation.

It is proposed that the assistance provided will comply with the State Aid rules by applying the De Minimis exemption (in accordance with EC regulation 1998/2006 as published in the Official Journal of the European Union on 28 December 2006). Under the De Minimis exemption an undertaking can receive up to €200,000 of De Minimis aid in the current financial year and the two previous financial years.

The following is not a comprehensive list of the possible forms of aid. However it should give an indication of the most common forms of aid which you may have been given over the past three years. Potentially any assistance from a public body might be an aid. Should you have any doubts on this matter, please contact the body from which the assistance was received.

- Grants from public bodies
- Loans from public bodies at favourable rates
- Loan guarantees from public bodies
- Differential tax benefits
- Grants from an investment trust (including charities) which may themselves have received the funds from a public body
- Grants from a part publicly funded venture capital fund
- Publicly administered funds, even if the funds were originally not public such as The National Lottery
- Waiving or deferral of fees or interest normally due to a public body such as the waiving or deferral of rent or waiver of interest normally due on late payment of taxation or other costs to a public body
- Monopoly licences or guarantees of market share
- Advertising via a public channel such as a tourist board or state owned television
- Consultancy advice provided either free or at a reduced rate
- Training provided either free or at a reduced rate
- Aid for investment in environmental projects
- Provision of a free or reduced rate feasibility study for research and development or other assistance with research and development
- Purchase of public land or property at less than its market rate
- Benefiting from the provision of infrastructure where your organisation was pre-identified as a beneficiary

Please complete the Statement of Previous Aid received under the De Minimis exemption and arrange for an authorised signatory within your organisation to sign the declaration. Using this information we will assess your eligibility to receive assistance.

If you are in any doubt as to whether previous assistance received would constitute De Minimis assistance please raise your concerns as soon as possible. Having read the above we would be grateful if you could arrange for the statement confirming your business's eligibility for support to be completed, signed and returned as soon as possible.

## Declaration

I confirm that the company/organisation has received the following De Minimis aid during the previous three fiscal years (this being the current fiscal year and the previous two fiscal years):

Organisation providing the assistance/aid	Value of assistance	Date of assistance	Nature of assistance

I acknowledge that I am authorised to sign on behalf of the company/organisation and understand the requirements of De Minimis (EC Regulations 1998/2006). I acknowledge that if the company/organisation fails to meet the eligibility requirements, the company/organisation may become liable to repay the full price that would otherwise be payable in respect of the services received.

The company/organisation is not a business "in difficulty" as defined at 2.1 of the Community Guidelines and State Aid for Rescuing and Restructuring Firms in Difficulty (2004/C22/02) at the date of this declaration.

## Data Protection

By completing this form you acknowledge and agree that all data contained within can be held on computer and used for any purpose and disclosures as registered under the Data Protection Act 1998. Personal data will need to be accessed for project monitoring and audit purposes.

**The information set out above is accurate for the purposes of the De Minimis exemption.**

**I certify that the information contained within this declaration form is correct to the best of my knowledge.**

<b>Signature</b>			
<b>Name</b>		<b>Date</b>	
<b>Business</b>		<b>Position</b>	

*If completing this form online, please print and sign with an original wet ink signature.*