



NUMBER¹: _____

DATE: _____

APPLICATION FORM²

APPLICATION FORM FOR A

TECHNOLOGY DEVELOPMENT COMPANY

INTRODUCTORY NOTES

Interested companies can apply for membership in the Science and Technology Park Niš (STP Niš) by filling in the following form and sending in the attachments below. In accordance with the rules of the Public call, technology companies dealing with developing new or improving existing products, processes, and services can apply for membership in STP Niš; companies of the following kind: micro-entities, small and medium-sized businesses³, as well as large companies who wish to place their development divisions in STP Niš.

In order to conduct the assessment in the best possible way, it is necessary for the applying company to demonstrate the innovative, personnel, financial, and managing potential, as well as clearly explain the plans and projections of the programs that will be realized in STP Niš.

If:

- A company (domestic or foreign) is founding a new legal entity in accordance with the Public call conditions, which will carry out its program in STP Niš, it is necessary to demonstrate the development capacities through the potential of the parent company, while the planned work program which will be carried out by the new legal entity in STP Niš is to be explained separately in section 4 and section 5 of this form.
- The applying company was founded less than 3 years before submitting the application form and thus does not possess data on its business for the time period requested in this form, it needs to fill in the form with available

¹ Filled in by STP Niš.

² Fill in electronically in this document and send in pdf format to the email address stated in the Public call.

³ Based on article 6 of the Law on accounting ("Sl. glasnik RS", no. 62/2013 and 73/2019 – st. Law), **micro** are the legal entities that do not exceed two of the following criteria: a) an average number of employees of 10, b) business income of 700.000 EUR converted to dinars, and c) an average value of business assets (calculated as an arithmetic mean value at the beginning and at the end of the business year) of 350.000 EUR converted to dinars; **small** are the legal entities that exceed two of the criteria stated with the micro legal entities, but do not exceed two of the following criteria: a) an average number of employees of 50, b) business income of 8.800.000 EUR converted to dinars, and c) an average value of business assets (calculated as an arithmetic mean value at the beginning and at the end of the business year) of 4.400.000 EUR converted to dinars; **medium** are the legal entities that exceed two of the criteria stated with the small legal entities, but do not exceed two of the following criteria: a) an average number of employees of 250, b) business income of 35.000.000 EUR converted to dinars, and c) an average value of business assets (calculated as an arithmetic mean value at the beginning and at the end of the business year) of 17.500.000 EUR converted to dinars; **large** are the legal entities that exceed two of the criteria stated with the medium legal entities.



data, and it can also deliver relevant data and references of the parent company if it is a daughter company of a foreign or domestic company as an addition.

- The applying company is a newly founded company (domestic or foreign) and thus does not possess data on its business for the time period requested in this form, it needs to fill in the introductory part, sections 4 and 5 of this form, and attach documents marked with *, and then prove its development capacity in section 4.5 or additional references from its partners/investors.

Foreign companies that wish to place their development divisions in STP Niš will be obligated to register a daughter company/branch/business unit before receiving the STP Niš member status, that is, before moving into STP Niš.

All fields in the form are required to be filled. We recommend that you keep a copy of the data in the form so that, should there be a power outage or if the internet connection is not stable, the data from your form will be saved.

All the data stated in the form will be treated as highly confidential and will be used exclusively for the purpose of applying for STP Niš membership.

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1. BASIC INFORMATION

In Accordance with the stated Public call conditions, you are applying for:

- Full membership (business space, infrastructural and expert services)
- Virtual membership (infrastructural and expert services)
- Company founded over two years ago:
- A company that plans to completely transfer its business to STP Niš
 - An already founded daughter company/branch/business unit in Serbia
 - A parent company that is founding a daughter company/branch/business unit in Serbia to carry out its program
- Newly founded company:
- A company that plans to completely transfer its business to STP Niš
 - An already founded daughter company/branch/business unit in Serbia
 - A parent company that is founding a daughter company/branch/business unit in Serbia to carry out its program

Company name:			
Address/head office:			
Identification number:		Year of founding:	
Address for the internet presentation:			
Contact person:		e-mail:	
Phone:		Mobile:	
Ownership:	Private <input type="checkbox"/>	State <input type="checkbox"/>	Mixed <input type="checkbox"/>
Legal form:	Partnership company <input type="checkbox"/>	Limited partnership <input type="checkbox"/>	Limited liability company <input type="checkbox"/>
	Joint-stock company <input type="checkbox"/>	Other:	
Company size:	Micro-entity or small-sized business <input type="checkbox"/>	Middle-sized business <input type="checkbox"/>	Large company <input type="checkbox"/>
Sector in which the company does business:		Information and communication technologies	<input type="checkbox"/>
		Biomedicine	<input type="checkbox"/>
		New materials and nanoscience	<input type="checkbox"/>
		Environment protection and climate change	<input type="checkbox"/>



	Energetics and energy efficiency	<input type="checkbox"/>
	Agriculture and food	<input type="checkbox"/>
	Other (state which one):	

Short description of what the company does:

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2. PERSONNEL AND FINANCIAL PROFILE

2.1 State the number of employees during the past three years:

	g-3	g-2	g-1
Total number of employees			
Number of employees with higher education			

2.2 State the total income for the past three years :

	g-3	g-2	g-1
Domestic market (EUR)			
Export (EUR)			



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3. INNOVATIVE POTENTIAL

3.1 State the data about the share certain products/services of the company had in the company's income during the last three years

(write the share percentage in the company's income during the previous years):

Type of product / service (state the data for the most important Products and services individually – up to 5) ⁴	Innovative (Yes/No):	g-3	g-2	g-1
		Share in the total income by products / services		
		%	%	%
		%	%	%
		%	%	%
		%	%	%
		%	%	%

3.2 State how much you were investing in research and development compared to the total income (percentage, per year):

	g-3	g-2	g-1
	%	%	%

3.3 State if, within the last three years, your company:

	Да	Не
1) Registered a patent		
2) Protected an industrial design		
3) Protected a trademark		
4) Protected copyright		

3.4. Did your company have an agreement for cooperation with scientific research organizations – institutes and/or faculties with the goal of developing innovative products and services during the previous five years? If the answer is «YES», state the organizations and describe the cooperation you had

Form of cooperation:	Institution name:	Period:	Short description:
1) Research and development			
2) Equipment and industrial engineering			
3) Establishing production and pre-production development			
4) Marketing for new products			
5) Acquiring non-embedded technology			
6) Acquiring embedded technology			
7) Design			

⁴You can state more information about products/services in the company's references in the development of new/improved products, processes, and services, which are delivered as an addition to the Form



8) Other



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4. PLANNED WORK PROGRAM IN THE COMING PERIOD IN STP NIŠ

4.1	A short description of the program your company will be carrying out in STP Niš (up to 2500 characters)			
4.2	The product/service/process you are developing, with special emphasis on the development phase the program is in now (up to 2500 characters)			
4.3	Structure and capacity of the management team (up to 2500 characters)			
4.4	Market, target users – describe how your product/service fits market needs and who the target users are, as well as the possibility of commercializing the program (up to 2500 characters)			
4.5	Finances – state the needed and available resources with financing sources (up to 2500 characters)			
	Available resources	Needed resources	Financing sources	
			Own resources	Bank loans and other sources



4.6	State the personnel and finance potential of the program in the coming period		
Current and projected number of employees at the program being carried out in the STP			
	g	g+1	g+2
Total number of employees			
Number of employees with higher education			
Current and projected income during the stated period			
	g	g+1	g+2
Domestic market (EUR)			
Export (EUR)			
4.7	Cooperation with scientific research organizations – institutes and/or faculties with the goal of developing innovative products and services – state whether you plan on this kind of cooperation during the next five years and describe the form of cooperation (up to 1000 characters)		
4.8	Key risks (up to 1000 characters)		



5. EXPECTATIONS FROM STP NIŠ

5.1 What do you need for work in STP Niš:		
Space (mark with <input checkbox"="" checked="" type="checkbox>):</td> <td><input type="/> Open	<input type="checkbox"/> Walled space needed in square meters:	
Office space ⁵	m ²	
Laboratory space	m ²	
Storage	m ²	
Necessary plug power	KWh	
Number of phone connections		
Number of internet connections		
Quality of space	<input type="checkbox"/> Usual	<input type="checkbox"/> Sterile
Connections (state which kind)		
Availability	Number of access cards	Number of parking spots
Planned date of entering STP Niš		
5.2 Services you expect from STP Niš:		
Access to knowledge bases (mark with <input checkbox"="" checked="" type="checkbox>):</td> <td></td> <td></td> </tr> <tr> <td> a) staff with higher education</td> <td><input type="/> YES	<input type="checkbox"/> NO	
б) researchers	<input type="checkbox"/> YES	<input type="checkbox"/> NO
в) using the lab / lab equipment	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Access to finance funds (mark with <input checkbox"="" checked="" type="checkbox>):</td> <td><input type="/> YES	<input type="checkbox"/> NO	
Consulting (означите са <input checkbox"="" checked="" type="checkbox>):</td> <td></td> <td></td> </tr> <tr> <td> a) Domestic and foreign business programs</td> <td><input type="/> YES	<input type="checkbox"/> NO	
б) Protection of intellectual property	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Financial and legal tracking of business	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Certification	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Promotion	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Networking and internationalization	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Other (please state what):		
STATE WHY YOU BELIEVE THAT YOUR COMPANY IS A GOOD CANDIDATE FOR STP NIŠ MEMBERSHIP:		

⁵ In the case of applying for virtual membership, enter the number 0 in the columns dedicated to business space



The following attachments need to be sent in with the Form:

1. **regular yearly financial reports** for the previous three years (in the case of companies founded after the time period for which the financial reports are requested, send the financial reports for the number of years the company has been in business for)
2. **references** for companies developing new/improved products, processes, and services :
-daughter companies/branches/business units younger than three years can send in references from the parent company,
-newly founded companies send in references referring to potential investments and/or business partnerships and the like*
3. **biographies** of key team members who will be carrying out the suggested program after entering STP Niš *
4. **statement** of accepting the conditions of application, with the date, signature, and stamp of the person in charge *

Name and surname of the person in charge: _____

Function: _____

Contact info: _____



STATEMENT
on accepting the terms of the application

On behalf of _____
(name and headquarters of the business entity)

And as a representative of the aforementioned business entity submitting the application for the Public call for technology-development companies for membership in STP Niš (hereinafter: "the Applicant"), I confirm:

- that all the information stated in the application form is true;
- that the applicant agrees with the terms of the Public call for technology development companies for membership in STP Niš;
- that the applicant has fulfilled all obligations regarding taxes and contributions;
- that the applicant had not been legally banned conducting activities before submitting the application;
- that the applicant is not under bankruptcy proceedings or liquidation proceedings;
- that the applicant is not a subject of an initiation of judicial proceedings;
- that persons authorized for representing and who have the right to manage or control the applicant were not subjects of a verdict for fraud, corruption, participation in criminal organizations, money laundering, or any other illegal activity.

With this, I state that the applicant agrees that STP Niš values our application in accordance with criteria groups stated in the Public call and, based on that, will come to a decision on accepting or rejecting the application.

In _____

L.S.

Authorized representative's signature

Date _____



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