

## Annex 9 call CBC01 – List of required attachments to the Project Application

### List of required attachments to the Project Application

#### 1. Compulsory annexes to be submitted together with the project application

#	Názov
1.1	Project Budget as templated in the Project Application Form.
1.2	Liquidity ratios of the applicant and partners, as templated in the Project Application Form.
1.3	Criteria Fullfillment Proposal, as templated in the Project Application Form.
1.4	One electronic version of the completely populated Application Form in Slovak and English language on a read-only CD or DVD (contains sheets Applicant, Project Budget, Liquidity, Criteria). If the priced bill of quantities is a part of the application, the electronic version shall include the priced bill of quantities as well.
1.5	Specimen signatures (certificate of authorisation of signature) of all statutory representatives of the applicant, certified by notary or by other authorised body. The attachment shall be filed for Project Promoter, as well as for all partners financially engaged in the Project.
1.6	In case of construction budget, the priced bill of quantities in hard copy and in electronic version in a format supported by MS EXCEL on a CD or DVD.

Annex 9 call CBC01 – List of required attachments to the Project Application

**2. Compulsory annexes to be submitted prior to the conclusion of a project contract**

#	Názov
2.1	Excerpt from the crime registry of all statutory representative of the applicant and of partners financially engaged in the Project, not older than three months at the date of acceptance of the Grant Offer. The attachment shall be filled for the Project Promoter and any Slovak partner financially engaged in the Project. In case of foreign partners financially engaged in the Project, the same or equivalent is required. If the country where the foreign partner is registered does not issue the same or equivalent document, it can be replaced by the affidavit under the law of the foreign partner country.
2.2	Confirmation of the relevant tax office, not older than three months at the date of acceptance of the Grant Offer, confirming that the Applicant and the partners financially engaged in the project do not have tax liabilities. The attachment shall be filled for the Project Promoter and any Slovak partner financially engaged in the Project. In case of foreign partners financially engaged in the Project, the same or equivalent is required. If the country where the foreign partner is registered does not issue the same or equivalent document, it can be replaced by the affidavit under the law of the foreign partner country.
2.3	Annual Financial Statements – Balance Sheet and Income Statement (as of 31.12.2012, 31.12.2011 and 31.12.2010), stamped by the relevant tax office, unless the entity is not a new one. In case of new entities, Annual Financial Statements shall be submitted for those years when the obligation to elaborate the Financial Statement originated. The attachment shall be filled for the Project Promoter and any Slovak partner financially engaged in the Project. In case of foreign partners financially engaged in the Project, the same or equivalent is required.
2.4	Confirmation of the relevant Financial Administration Unit (located in Bratislava, Zvolen and Košice), certifying that no administrative proceeding is upon running against the applicant and its partners financially engaged in the Project and that they have settled their liabilities toward the state, not older than three months at the date of acceptance of the Grant Offer. The attachment shall be filled for the Project Promoter and any Slovak partner financially engaged in the Project. The attachment is not relevant for the public sector bodies. In case of foreign partners financially engaged in the Project, the same or equivalent is required. If the country where the foreign partner is registered does not issue the same or equivalent document, it can be replaced by the affidavit under the law of the foreign partner country.
2.5	Confirmation of the relevant bankruptcy court, not older than three months at the date of acceptance of the Grant Offer, confirming that no bankruptcy proceeding is upon running against the applicant and the partners financially engaged in the project do not have tax liabilities, that they did not bankrupt, are not being restructured and that bankruptcy has not been dismissed due insolvency. The attachment shall be filled for the Project Promoter and any Slovak partner financially engaged in the Project. The attachment is not relevant for the public sector bodies. In case of foreign partners financially engaged in the Project, the same or equivalent is required. If the country where the foreign partner is registered does not issue the same or equivalent document, it can be replaced by the affidavit under the law of the foreign partner country.
2.6	Confirmation of the relevant labour Inspectorate, not older than three months at the date of acceptance of the Grant Offer, confirming that the

Annex 9 call CBC01 – List of required attachments to the Project Application

	applicant and partners financially engaged in the project did not infringe the prohibition of illegal work and illegal employment under special legislation. The attachment is not relevant for the public sector bodies. In case of foreign partners financially engaged in the Project, the same or equivalent is required. If the country where the foreign partner is registered does not issue the same or equivalent document, it can be replaced by the affidavit under the law of the foreign partner country.
2.7	Confirmation of the Social Insurance Agency and any Health Insurance Agency, not older than three months at the date of acceptance of the Grant Offer, confirming that applicant and partners financially engaged in the project do not have health insurance liabilities, social insurance liabilities and retirement savings liabilities. The attachment is not relevant for the public sector bodies. In case of foreign partners financially engaged in the Project, the same or equivalent is required. If the country where the foreign partner is registered does not issue the same or equivalent document, it can be replaced by the affidavit under the law of the foreign partner country.
2.8	Title deed to each property related to the project – an Internet informative excerpt from the cadastral portal (any encumbrances shall be highlighted) and a copy of cadastral maps, not older than three months before the acceptance of the Grant Offer or a long-term lease contract for at least five years from the date of acceptance of the grant offer, from which it is possible to identify the property, the property owner, deed and other identifying information about the property.
2.9	The concluded Partnership Agreements.
2.10	Bank account statement showing the balance on the bank account of at least the required co-financing or binding loan commitment of a financial institution.
2.11	Valid building permission for all buildings for which the project needs building permission or notification of small buildings, notification of structural modifications (if applicable).
2.12	Document establishing the statutory of the applicant into the function of the statutory representative.