**Incubation Application Form**

**(To be filled by prospective Incubation customer for availing facility)**

|  |  |  |
| --- | --- | --- |
| 1 | Name of the company\* |  |
| 2 | Name of the Applicant\* |  |
| 3 | PAN No. of the company (In case of Proprietorship, PAN Card of Proprietor)\* |  |
| 4 | Contact Details | |
| 4.1 | Registered Address\* |  |
| 4.2 | Contact Address\* |  |
| 4.3 | Mobile No.\* |  |
| 4.4 | Fax No. |  |
| 4.5 | Telephone No.\* |  |
| 4.6 | Email Address\* |  |
| 5 | Project Details | |
| 5.1 | Prime Differentiator of the company & prominent companies competing in similar field of business | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(attach the doc./pdf If any) |
| 5.2 | Funding details and status of the funding with respective references Amount of fund (INR) Source of Fund Reference for funds | |  |  |  | | --- | --- | --- | | Amount of Fund | Source of Fund | Reference for Funds | |  |  |  | |  |  |  | |
| 5.3 | Details of the Promoter\* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(attach doc/pdf) |
| 6 | Requirement Details | |
| 6.1 | Customer Requirement  (Plug N Play facility) | a. No. of Seats Requested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \*  b. Bandwidth Requirement\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Mbps) |
| 6.2 | Customer Requirement  (Semi furnished incubation area) | a. Area Requested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sq. ft.\*  b. Raw Power with DG Back up Requirement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(KVA/Month)  c. Internet Bandwidth Requirement\*\_\_\_\_\_\_\_\_\_\_\_(Mbps) |
| 7 | Incubation Company Details | |
| 7.1 | Type of company \* (pl. tick anyone option & attach the related document) | \_\_\_\_­­\_\_\_\_\_\_\_\_\_ Start –up  \_\_\_\_ \_\_\_\_\_\_\_\_\_less than 3 years old  \_\_\_\_\_\_\_\_\_\_\_\_\_ more than 3 years old |
| 7.2 | Location \* (Operating from single or multi location) (pl. tick anyone option & attach the related document) | \_\_\_\_­­­­­­­­­­­\_\_\_\_\_\_\_\_\_ Single  \_\_\_\_\_\_\_\_\_\_\_\_ more than 3 but less than 5  \_\_\_\_ \_\_\_\_\_\_\_\_\_more than 5 |
| 7.3 | Product or service to be developed \* (pl. tick anyone option & attach the related document) | \_\_\_\_­\_\_\_\_\_\_\_\_\_ R&D  \_\_\_\_\_\_\_\_\_\_\_\_ Product  \_\_\_\_\_\_\_\_\_\_\_\_ Service |
| 7.4 | Employment Generation per annum\* (pl. tick anyone option & attach the related document) | \_\_\_\_\_\_\_\_\_\_\_\_ more than 25  \_\_\_\_\_\_\_\_\_\_\_\_ more than 15 but less than 25  \_\_\_\_\_\_\_\_\_\_\_\_ less than 15 |
| 7.5 | Is the company availing any scheme benefits that is approved by MeitY? \* | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_\_\_\_\_ No (Pl. tick an option) If yes, Give Details \_\_\_\_\_\_\_\_ (attach the required document) |
| 7.6 | Projected Employment & Revenue year wise for next 3 years | |  |  |  |  | | --- | --- | --- | --- | |  | Year 1 | Year 2 | Year 3 | | Employment |  |  |  | | Revenue |  |  |  | |
| 7.7 | Name of the Persons who authorized to work in your behalf\* | Ms./Mr.:………………..……………………………………………......…..… (Contact No…………………………………………………..) |
| 7.8 | Proposed Period of use | \_\_\_\_\_\_Year / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Month |
| 7.9 | Expected Date of occupancy \* | \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_ (dd/mm/yyyy) |
| 7.10 | Turnover of the company (in Rs. Lakhs) | Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_Lakhs |
| 7.11 | IPR generation | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_\_\_\_\_\_No (Pl. tick an option) If yes, give details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Attach the doc./pdf) |

**\*-mandatory columns**

I hereby agree that I will use this facility only for the purpose mentioned above. In case of any damage or missing of related Equipment / Accessories, I am liable to refund the entire cost of the above items. Further I agree to abide all the rules and regulations of STPI regarding Incubation facility.

Date: - \_\_\_\_\_\_\_\_\_ Sign. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stamp of organization: \_\_\_\_\_\_\_\_\_\_

Documents to be enclosed: -

1. KYC of the Directors/Partners/Proprietor of the company/firm.
2. RoC, MoA, AoA, Partnership Deed, Trade License, MSME/Udyam Registration – as applicable
3. PAN of the company/individual.
4. Appropriate proof for availing discount.