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| **BUSINESS REGISTRATION FORM**  **PRIVATE AND CONFIDENTIAL** | |
| **Business Name:** | |
| **Address:**  **Postcode:** | **Brief Description of Business:** |
| **Legal Status:** |
| **Local Authority: (Please check NOMIS)** | **Date of Incorporation:** |
| **Contact Name:** | **2nd Contact Name:** |
| **Contact Position:** | **2nd Contact Position:** |
| **Tel:** | **2nd Tel:** |
| **Email:** | **2nd Email:** |
| **Company Reg No:** | **VAT Reg No:** |

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| **BENEFICIARY DETAILS** (*Please Tick*) | | |
| **Age of Owners:** | | |
| 16 – 24 | 25 - 29 | 30 - 34 |
| 35 - 39 | 40 - 44 | 45 – 49 |
| 50 – 54 | 55 - 59 | 60 - 64 |
| 65+ | Prefer not to say |  |
| **Ethnic-led:** | | |
| White | Mixed multiple ethnic group | Asian or Asian British |
| Black, African, Caribbean, Black British | Other Ethnic group | Prefer not to say |
| **Equal Opportunities Policy:** | | |
| Yes | No | Prefer not to say |
| **Disability-Led:** | | |
| Yes | No | Prefer not to say |
| **Gender-Led:** | | |
| Male | Female | Prefer not to say |
| **Type:** | | |
| Micro (Fewer than 10 employees) | Small (10 to 49 employees) | Medium (50 to 249 employees) |
| Large (250 or more people) | Social | Charity |
| CIC | Sole Trader | Partnership |
| Registered Society | Other |  |

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| **STATE AID NOTIFICATION AND DECLARATION** | | | |
| In order to avoid public funding distorting competition within the UK, the UK sets limits on the levels of assistance which the public sector can provide to businesses (“the State Aid rules”). The assistance provided to you from Chamber Low Carbon will comply with the state aid rules by applying Subsidy Control Act 2022. For the purposes of the relevant legislation, you must retain state aid information for three years from the date on this form and be able to produce it on request by the UK public authorities. **Please seek legal advice if you are unsure about your state aid obligations**. | | | |
| **Subsidy Control:**  Subsidy is deemed to be being given to beneficiary companies as part of the project, as they are receiving a benefit that gives them an advantage in the market through receiving grant funded support/advice that may lead them to start trading more easily within a supply chain or reduce costs increasing profitability.  The project’s support should fall within the system now replacing the old EU system of de minimis – now called Minimal Financial Assistance (MFA). The MFA allowance is capped at a threshold of £315,000 Special Drawing Rights, to a single economic actor over any period of three fiscal years and includes any subsidy previously received as 'de minimis' aid.  As part of our project, we will ask beneficiaries at the beginning of the project to declare any subsidies (including those previously referred to as ‘State Aid’ under GBER or de minimis) received during the current and previous two accounting financial years.  The amount of subsidy received through the project will be calculated at the end of year 2 and at the end of year 3 for each beneficiary company and they will be informed at the end of each year of their current total, and total at the conclusion of the project.  **Please enter NIL if no aid has been received.** | | | |
| Name of Provider | Date | Nature of Assistance | Amount (£) |
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| **SUBSIDY CONTROL NOTIFICATION AND DECLARATION** |

The value of this aid under this initiative is estimated at, depending on which support is taken up and supplied.

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| **Funded Support** | **Pounds £** |
| Carbon Footprint Report with Carbon Reduction Plan (PPN 6/21) | £2,486.75 |
| Carbon Footprint Report | £2,486.75 |
| Carbon Footprint Calculation | £2,143.75 |
| Carbon Reduction Opportunity Review | £943.25 |
| Green Rose Report + Masterclasses | £5,016.38 |
| Low Carbon Technical Report | £943.25 |
| RedCAT Innovation Support | £1,285.25 |

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| **ECONOMIC PERFORMANCE MONITORING DATA** |  |
| **Baseline Data (Year Ending)** | DD/MM/YYYY |
| No. of Employees / Full Time Equivalent | No: / FTE: |
| T.O. / Revenue | £ |
| Gross Profit / Surplus (£) | £ |
| Gross spends on wages (£) | £ |

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| Are you working or have worked with any other Low carbon programme? | Yes / No | If yes programme name and date | **/** |

I am  I am Not  an ‘Undertaking in Difficulty’ **(**Please Tick accordingly)

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| **DATA PROTECTION AND FREEDOM OF INFORMATION** | |
| **BOOST DATA PROTECTION AND FREEDOM OF INFORMATION ACT STATEMENT**  We need to store your data on a database in order to give you the full assistance under this scheme. All information given will be held and only be used in line with the General Data Protection Regulations. We will need to share your information with our funding providers, the Ministry Department for Levelling Up, Housing & Communities. It may be necessary to share your information within the business support partnership which includes your Local Authority partner and LCC (as they are the owners of the Evolutive database)., in order to offer you the full support service. A full list of the support organisations can be found on their Privacy Policy – <https://www.boostbusinesslancashire.co.uk/terms-conditions/privacy/>  You should be aware that some information relating to this public funded project may be declared to third parties under the Freedom of Information Act 2000.  Please tick here to acknowledge your agreement for us to hold and share your information.  Please note if you do not agree to us sharing your information we will be unable to offer you full assistance under the scheme. | |
| **EAST LANCASHIRE CHAMBER OF COMMERCE & INDUSTRY DATA PROTECTION STATEMENT**  The information provided will be held on the Chamber’s computer database, which is registered under the Data Protection Act 1998. Information from the database may be supplied to partner third parties for the purpose of identifying potential trading partners, and you may be contacted by recipients of such information. You have the right to examine the data held on your company. | |
| **By returning this form you are agreeing to the data you provided being shared with the local authority funder of the programme.** | |
| If you are happy for the details you have supplied to be used for any purpose by the chamber other than internal administration, please tick |  |
| If you wish to receive the Chamber Low Carbon Newsletter and be informed of events and promotions relating to Low Carbon, please tick |  |
| If you wish to work/continue working with other chamber partners e.g., AMRC, UCLAN please tick, failure to do so may result in us being unable to offer further services/ support |  |

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| **CLIENT DECLARATION** | |
| * I confirm that I am authorised to sign this form on behalf of the business. * I confirm that I have read and understood the data management section and consent to my data being used as described. * I confirm that **the business named on the 2nd page of this form** has received/been awarded the above state aid. I confirm that I understand the obligations regarding state aid and acknowledge that in the event of this declaration being made incorrectly, the business may become liable to repay the full cost of the support. * I agree to provide updated information in the future to enable the full impact of support to be evaluated. This may include financial information or information about employees such as jobs that have been created or safeguarded as a result of the support provided.   I understand the need to retain audit evidence and state aid information in relation to this support. | |
| **Print Name:** | **Position:** |
| **Signature (Business):** | **Date:** |
| **Signature (Advisor):** | **Date:** |

Copy of this sheet retained with business

For more information contact Stephen Sykes, Director of Sustainability ([s.sykes@chamberelancs.co.uk](mailto:s.sykes@chamberelancs.co.uk))