



REPUBLIC OF NAMIBIA

MINISTRY OF INDUSTRIASATION AND TRADE

Equipment Aid Scheme: Application Form (to be filled by the Promoter in block letters)

- Note: (1) This form must be completed in ink by the applicant on his/her own handwriting and signed.
 (2) This application should be submitted to Ministry's Regional Office were the business is / will be located
 (3) The following documents must be attached to the application, ID copy, Company registration, three (3) quotations from three (3) different suppliers and business proposal / profile and applicant's qualification.
 (4) **Please Note that incomplete forms will not be accepted.**

SECTION A: Information of the Promoter

1-1. Name of Promoter (Name and Sur Name)	
1-2. Identity Number	
1-3. Gender of Promoter	
1-4. Postal Address,	
1-5. Contact details (Tel, Cell, Email)	
1-6. Promoter's educational/training background and past business experiences	

SECTION B : Business Information

2-1. Company / project Name	
Business Physical Address	
2-2. Region, Constituencies and Town/Village	
2-3 Contact person's name and Cell (if differ from above)	
2-4. Established Date	
2-5. Is the business already Operation?	
2-6. Date of Registration and registration number	
2-7. Current business (products, services & annual sales)	
2-8. Who are your customers and how is the competition?	
2-9. Current number of employees	
2-10. Proposed No. of employees once	

assisted	
2-11. Have you ever been assisted before, (Specify) (Year and name of the institution)	
2-12. Type of assistance	
2-13. Type of equipment requested (e.g joinery or tailoring equipment)	
2-14. Suppliers and quoted amount	1.....N\$..... 2.....N\$..... 3.....N\$.....

(For official use only)

Only the applicants who meet the following criteria should apply:		
	Yes	No
Business should be 100% owned by Namibian Citizen (mandatory)	<input type="checkbox"/>	<input type="checkbox"/>
Applicant should be 18 years and more	<input type="checkbox"/>	<input type="checkbox"/>
Business Should be registered with Business & Intellectual Property Agency (mandatory)	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Qualification and experience in preferred business/EMPRETEC Training	<input type="checkbox"/>	<input type="checkbox"/>
Promoters should provide good standing from Social Security Commission	<input type="checkbox"/>	<input type="checkbox"/>
Promoters should provide tax clearance certificate from Namibia Revenue Agency	<input type="checkbox"/>	<input type="checkbox"/>
Brief business proposal/ Company profile not compulsory	<input type="checkbox"/>	<input type="checkbox"/>
The business should be operational for at least twelve (12) months	<input type="checkbox"/>	<input type="checkbox"/>
Is the requested amount within the amount of N\$ 80 000.00 per applicant	<input type="checkbox"/>	<input type="checkbox"/>
MSME Certificate (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>

Applicant Declaration

I declare that the above particulars are complete and correct and I have not withheld any required information.	
..... Signature Date
Note: A false declaration will disqualify your application or may lead to cancellation after approval	