

**ATTN:
THE MAYOR OF PLOVDIV MUNICIPALITY**

Reg. No/Date:

APPLICATION

under Art.12, para.1 of the Ordinance for promotion of investments in the Plovdiv Municipality

by
(name/company of the applicant)

DEAR MR. MAYOR,

I would like to request the issuance of a Class B Investment Certificate of municipal significance in accordance with the requirements of the Investment Promotion Act, the Regulations for implementation of the Investment Promotion Act, and the Ordinance for promotion of investments in the Plovdiv Municipality in relation to the following investment project:

.....
(name of the investment project)

with a planned size of the investment:

with expected number of new jobs:

which will be implemented in the City of, Municipality

Section I. DATA OF THE APPLICANT

PART 1A. Data of the applicant, if the applicant is a legal entity, sole trader or a branch of a foreign person

1. Name:

2. Corporate seat and registered address:

3. Legal form:

4. UIC:		
5. Identification data under the national legislation of a foreign legal entity – applicant, or identification numbers for the branch and for the foreign person, when the applicant is a branch of a foreign person:		
5.1. Legal form:		
5.2. Registration number:		
5.3. Corporate seat and registered address:		
5.4. Subject of activity:		
5.5. Names of the persons representing the applicant according to the legal registration:		
5.6. Correspondence address (if different from the registered address):		
6. Brief information about the economic activity of the applicant:		
7. Names of the persons representing and managing the applicant:		
Part 1B. Data of the applicant, if it is a natural person		
1. Name:		
2. Personal No/PNF/Identification number under national legislation:		
3. Permanent address:		
Part 2. Other data of the applicant <i>(if Part 1A is completed)</i>		
Data of the persons holding more than 10 percent of the registered capital of the company – applicant (name, UIC/Personal No/PNF/Registration number of a foreign legal entity).	%	Country
Part 3. Contact person		
1. Name:		
2. Position:		

3. Telephone:			
4. Fax:		5. E-mail:	
Part 4. Economic data of the applicant for the last three years in EUR or BGN			
	20.....	20.....	20.....
1. Total assets in EUR or BGN:			
2. Total sales in EUR or BGN:			
3. Financial result in EUR or BGN:			
4. Number of employees:			
Part 5. Consolidated data for economic or other association – in case of membership in such			
1. Name of the group:			
2. Country where the head office is located:			
	20.....	20.....	20.....
4. Total assets in EUR or BGN:			
5. Total sales in EUR or BGN:			
6. Financial result in EUR or BGN:			
7. Number of employees:			
Part 6. Category of the enterprise			
Part 7. Other data			
1. Information on implemented investment projects, commensurate with the submitted project, if any:			
2. Other information with attached copies of documents: quality certificates, innovation of products and technologies, competitive advantages, etc.:			
With regard to the information in Section I. Data of the applicant, please attach:			
For applicant – legal entity, branch and sole trader:		For applicant – natural person:	
1. A document certifying the absence of obligations to the state (within the meaning of Article 162, paragraph 2 of the Tax		1. Copy of identity document 2. Document certifying the absence of:	

<p>Insurance Procedure Code).</p> <p>2. Document from the General Labor Inspectorate Executive Agency for the absence/presence of unpaid wages to workers and employees, established by a penal decree that has entered into force.</p> <p>3. A document certifying the absence of obligations to the Municipality (within the meaning of Article 162, paragraph 2 of the Tax Insurance Procedure Code).</p> <p>4. Certificate of criminal record (when it can be issued in Bulgaria or in an EU member state) or affidavit (in other cases), issued not earlier than 3 months before the deadline for its submission (in original or notarized copy), for foreign nationals:</p> <ul style="list-style-type: none"> - sole owners of capital; - managers; - members of the management bodies, and in case the members are legal entities – for their representatives in the management body. <p><i>Certificates of criminal record for Bulgarian citizens falling into these categories are collected ex officio.</i></p>	<p>(a) monetary obligations within the meaning of Article 162, para.2 of the Tax Insurance Procedure Code;</p> <p>(b) monetary obligations relating to the payment of social security contributions;</p> <p>(c) taxes in accordance with the law of the country, in which the applicant is established.</p> <p>3. Certificate of criminal record issued not earlier than 3 months before the deadline for its issuance, in cases where the applicant is a foreign citizen.</p> <p><i>In cases where the applicant is a Bulgarian citizen, criminal records are collected ex officio.</i></p>
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SECTION II. DATA OF THE LEGAL ENTITY IMPLEMENTING THE INVESTMENT

If the legal entity for implementation of the investment project and use of the measures for promotion of the investments, including by the persons under Art.17 of the Investment Promotion Act and Art.11 of the Ordinance for promotion of investments in the Plovdiv Municipality, is different from the applicant, please enter the data under Section I for this legal entity/entities.

1. In case the applicant is a natural person or an association of natural and/or legal persons, the investment project shall obligatorily envisage the establishment of a legal entity within the meaning of Article 17 of the Investment Promotion Act and Article 11 of the Ordinance for promotion of investments in the Plovdiv Municipality, as the newly established legal entity shall be bound by the application and the investment project, submitted by the individual or by the association.

2. Persons under Article 17 of the Investment Promotion Act and Article 11 of the Ordinance for promotion of investments in the Plovdiv Municipality are legal entities, in which the Investor, whose investment project is certified, own not less than 75 percent of the registered capital.

SECTION III. INVESTMENT PROJECT								
Part 1. Type and purpose of the investment in new tangible and/or intangible fixed assets for:								
1. Establishment of a new company								<input type="checkbox"/>
2. Expansion of an existing enterprise/activity								<input type="checkbox"/>
3. Diversification of production in an existing enterprise/activity with the addition of new products								<input type="checkbox"/>
4. Significant change of the entire production process in an existing enterprise/activity								<input type="checkbox"/>
<i>You can mark more than one</i>								
INVESTMENT PROJECT								
<i>Please describe the investment project, including information about its nature, schedule of project activities, description of the planned tangible and intangible fixed assets and other information:</i>								
Part 2. Planned amount of the investment (in thousand BGN)								
		20.....	20.....	20.....	20.....			Total
1. Expenses for acquisition of tangible fixed assets								
1.1. Land								
1.2. Buildings								
1.3. Equipment and machinery								
2. Expenses for acquisition of intangible fixed assets								
2.1. Licenses								
2.2. Patents								
2.3. Know-how								
2.4. Unpatented technical knowledge								
TOTAL:								
Part 3. Planned volume of funds by sources for financing the investment for a 3-year period (in thousand BGN)								
Own funds	Foreign funds	Equity investments	Bank loans	Private loans	State aid (national and from	Financial leasing	Other sources	Total

					EU)			

With regard to the information in Part 3 please attach:

For legal entities, branches and sole traders:

1. Documents certifying the financial condition of the person:
 (a) an annual financial statement for the last completed calendar year

Please indicate if these documents are available in the Commercial Register with the Registry Agency. They will be collected ex officio.

(b) an interim financial statement, when the person has been in business for less than one year.

2. Documents certifying the possibilities and sources for financing of the project:

- (a) own funds;
- (b) loan agreements;
- (c) bank and other guarantees;
- (d) financial leasing contract;
- (e) statement of commitment to finance the project by the owners of the capital, where applicable;
- (f) other financing documents, or collateral.

Please attach relevant supporting documents under item 2.

For natural persons:

Documents certifying the possibilities and sources for financing of the investment project:

- (a) own funds;
- (b) loan agreements;
- (c) bank and other guarantees;
- (d) financial leasing contracts;
- (e) a statement of commitment to finance the project;
- (f) other financing documents, or collateral.

Please attach relevant supporting documents.

Part 4. Financial and economic plan of the investment for a 5-year period (in thousand BGN) *

	20.....	20.....	20.....	20.....	20.....	Total
1. Estimated revenue calculation						
1.1. Total:						
1.2. By main products/services						
1.3. From other products/services						
2. Estimated expenses calculation						

2.1. Total for the activity						
2.2. By types:						
- for personnel						
- financial						
- other expenses in connection with the products/services under item 1						
3. Calculation of the expected net cash flows under items 1 and 2						
Main conclusions about the economic stability and profitability of the investment project:						
* <i>The information is filled in for 3 or 5 years depending on the type of investor. For investors that are large enterprises – for 5 years, and for the rest – for 3 years.</i>						
Part.5 Program of activities within a 5-year period						
1. Description of the planned construction of new production buildings, warehouses, administrative buildings, and others with presentation of the project readiness and/or intention to purchase or rent existing buildings:						
2. Machinery, equipment and facilities related to the investment						
Type and number	Description	Country of production	Year of production			
3. Description of the production/technological process/process of providing the service in the enterprise, which will be created/modernized with the implementation of the project:						
4. Economic activity and manufactured products:						
Name and code of the product/service that will be produced/provided by an enterprise established/modernized with the acquisition of the assets	Planned revenues from the sale of the product/service after the implementation of the project	Percentage of the total planned revenues from products/services under Part 4, item 1, which will be produced/provided by an enterprise	Code and name of the economic activity, to which the product/service corresponds			

under Part 5, items 1 and 2		established/modernized with the acquisition of the assets under Part 5, items 1 and 2				
<p><i>Instructions for filling in:</i></p> <p><i>Column 1: The name and code of the product/service are given according to the current classification of products by economic activity in the European Community (CPA) (with PRODCOM/NACE nomenclature or with CPA nomenclature for projects in the service sector), respectively its direct application in the Republic Bulgaria through the Classification of Products by Economic Activities, which can be found on the website of the Bulgarian Investment Agency.</i></p> <p><i>Column 4: The code and the name are indicated according to the Statistical Classification of Economic Activities in the European Community (NACE Rev. 2) and its direct application in the Republic of Bulgaria through the Classification of Economic Activities, which can be found on the website of the Bulgarian Investment Agency.</i></p>						
5. Stages in the construction of the buildings and delivery of the equipment by years with planned start and end date (month):						
6. Licenses/permits/other administrative acts necessary for the start of the production process/provision of the service:						
7. Planned date of commencement of production/provision of the service:						
8. Year in which the planned production capacity will be reached:						
9. Period for maintaining the investment in the respective region by location, as of the date of its implementation (3 years for small and medium-sized enterprises, 5 years for large enterprises):						
10. Products/services that will be produced/provided after the completion of the project:						
Product/service	Volume (unit/year)		Value (in thousand BGN)			
Part 6. Employment						
	20.....	20.....	20.....	20.....	20.....	Total
1. New jobs created under the project						
2. Transfer of jobs from existing production						

(services)						
3. Average salary per job before tax, including compulsory insurance						
4. Educational profile of the new employees:						
4.1. with higher education						
4.2. with secondary education						
4.3. with primary education						
<i>For each job advertised for opening and maintenance under the terms and conditions of the Labor Code, the following shall be submitted:</i>						
<i>(a) information about the position, identical to the ones indicated in the National Classification of Occupations and Positions in the Republic of Bulgaria;</i>						
<i>(b) a draft of the job description, which contains information about the performed activities for the position;</i>						
<i>(c) estimated amount of the basic monthly salary of the employee;</i>						
<i>(d) estimated amount of the Investor's expenses for compulsory insurance contributions for state social insurance, for supplementary compulsory pension insurance, and for compulsory health insurance.</i>						
Part 7. Location of the production activity/provision of the service. Technical parameters						
1. Management address:						
2. Address:						
<i>(district, municipality, settlement, street) and cadastral data on the location of the enterprise, as well as on the place of construction, location of the equipment (identifier and boundaries of the land plots, respectively identifier and outline of the building), including information about the purpose and the manner of permanent use of the property and the provisions of the development plans for the territory that have entered into force.</i>						
3. Total area of the planned construction (in m ²):						
3.1. for production/services:						
3.2. for storage:						
3.3. for transport needs:						
3.4. for administrative buildings:						
3.5. others:						
4. Planned infrastructure (indicating the relevant measurement units):						
4.1. water:						
4.2. sewerage:						

4.3. electricity:	
4.4. gas:	
4.5. telecommunications:	
4.6. others:	
5. Information on the ownership of the built-up or undeveloped land(s), on which the investment will be made:	
5.1. <i>If the site(s) is/are your own, please provide document(s) certifying your rights.</i>	
5.2. <i>In case you plan to acquire rights or rent, please provide information about the location, size of the land, type of property, whether there are preliminary contracts, etc.</i>	
Part 8. Impact of the investment on the environment:	
<i>Please attach an opinion of the competent environmental authority on the eligibility of the investment project in relation to the regimes set out in approved river basin management plans and flood risk management plans, as well as on the eligibility in relation to the regime of activities in protected areas and/or the protected territories, as well as for the applicable procedure under Chapter Six of the Environmental Protection Act and/or under Art.31 of the Biological Diversity Act.</i>	
SECTION IV. INCENTIVE MEASURES	
Intention to use incentives	
1. Shortened terms for administrative servicing under Art.10, para.4, item 1 of the Ordinance for promotion of investments in the Plovdiv Municipality	<input type="checkbox"/>
2. Individual administrative service, necessary for the implementation of the investment project under Art.10, para.4, item 2 of the Ordinance for promotion of investments in the Plovdiv Municipality	<input type="checkbox"/>
3. Acquisition of property rights or limited real rights over real estates by the order of Art.10, para.4, item 3 of the Ordinance for promotion of investments in the Plovdiv Municipality	<input type="checkbox"/>
<i>If the measure under Art.10, para.4, item 3 of the Ordinance for promotion of investments in the Plovdiv Municipality is declared, please describe and attach:</i>	
3.1. <i>For sale/establishment of limited real rights/exchange/ rent:</i>	
3.1.1. <i>Documents containing the data from Section III, Part 7.</i>	
3.1.2. <i>Decision of the Municipal Council for prior consent for the real estates – private municipal property, and</i>	
3.1.3. <i>The opinion of the competent authority on the possibilities for application of the measures in connection with the Ownership and Use of Agricultural Lands Act, the Forests Act, and the Protected Areas Act.</i>	
<i>The consent under item 3.1.2 must include an indicative value of the difference between the market value and the expected price of the</i>	

transaction (not lower than the tax assessment).

Procedure for assessment of documents

A Commission appointed by the Mayor of the Plovdiv Municipality evaluates the applications and the attached documents for compliance with the requirements of the Ordinance for promotion of investments in the Plovdiv Municipality.

The assessment also includes verification for compliance between the costs of the investment project and the financial capabilities of the Investor and the sources of financing, certified by the documents under Section III, Part 3. In case of discrepancies and/or incompleteness, you will be notified. The notification will be made in writing or electronically. If the notification is not accepted at the correspondence address and/or in the e-mail address indicated by you, the notification shall be deemed to have been made by placing it at a specially designated place in the municipal building.

SECTION V. DECLARATION OF CIRCUMSTANCES

The circumstances specified in Art.8 and Art.9 of the Ordinance for promotion of investments in the Plovdiv Municipality are not present for me/the company represented by me:

The undersigned,,
(full name)

holder of ID Card No, issuing authority: Ministry of Interior –, in my (our) capacity of

.....
(manager(s), executive director(s), other type of representation)

of
(name of the applicant under Section I)

Declare that:

1. The applicant represented by me (us) has not concluded an out-of-court agreement with his or her creditors within the meaning of Art.740 of the Commercial Act, that it is not subject to an unexecuted order for recovery of unlawfully granted aid following a previous decision of Commission declaring an aid illegal and incompatible with the common market, and that it is not a company in difficulty within the meaning of Chapter I, Art.1 (6) and (7) of Commission Regulation No 651/2014.

2. The origin of the funds with which the investment will be made is:

3. I (We) undertake to immediately notify the Mayor of the Plovdiv Municipality of the occurrence of any of the circumstances under Art.8 or 9 of the Ordinance for promotion of investments in the Plovdiv Municipality, as well as for any change in the circumstances.

4. This application is submitted before the start of work on the submitted investment project within the meaning of § 1, item 8 of the additional provisions of the Investment Promotion Act and in connection with Chapter I, Art.8 (2) and (3) of Commission Regulation No 651/2014.

5. I (We) undertake to submit annually information to the Plovdiv Municipality in connection with Art.22 of the Ordinance for promotion of investments in the Plovdiv Municipality.

6. The presented investment project shall not be implemented in connection with privatization or concession agreements or compensatory (offset) agreements within the meaning of Art.9, item 2 of the Ordinance for promotion of investments in the Plovdiv Municipality.

7. The jobs created under the project and the reported costs for compulsory social and health insurance will not be subject to funding under another project, program, or any financial scheme financed from the national budget, the budget of the European Union, or from another donor program.

8. The applicant shall not employ in a vacant position persons dismissed by it or by related enterprises within the meaning of the Small and Medium-sized Enterprises Act, for a period of not less than 12 months from the submission of the application.

9. In connection with Art.3, item 13 and Art.4 of the Economic and Financial Relations Act with the companies registered in jurisdictions with preferential tax regime, the persons related to them and their beneficial owners:

9.1. the applicant represented by me (us) is not registered in a jurisdiction with preferential tax treatment and is not related to persons registered in jurisdiction with preferential tax treatment, or

9.2. the applicant represented by me (us) falls within the exception of Art.4, item and the entries under Art.6, para.1 – 3 of the Economic and Financial Relations Act with the companies, registered in jurisdictions with preferential tax regime, the persons related to them and their beneficial owners, have been made under the inventory of the company/companies:
....., with UIC

City of

Signature and seal:

Date:

Name and position:

Description of the attached documents: