

PROJECT EXECUTIVE SUMMARY

APPLICATION DETAILS

Date of Applying / /

Applicant's Name:

Mobile:

Company / Project Name:

Please, specify the services you have got from SME:

- | | |
|---|---|
| <input type="checkbox"/> Funding | <input type="checkbox"/> Issuance/Amendment/ Renewing trading License |
| <input type="checkbox"/> Government Procurement Program | <input type="checkbox"/> Exemption from Labor Bank Guarantee |
| <input type="checkbox"/> Others (Global Village, Dubai Shopping Festival.....etc.) | <input type="checkbox"/> Office Lease from BIC |
| <input type="checkbox"/> Training | |

PROPOSED / EXISTING BUSINESS DETAILS DESCRIPTION

Brief Description of your project (products, Services etc)

.....
.....
.....

If there any patent rights, copyrights, trademarks, exclusive distributor agreements, please, explain:

.....
.....
.....

EXISTING / PROPOSED BUSINESS DETAILS

Address :

Telephone : Fax :

E-mail : Website :

Office Work Hours :

From : To : \ From : To :

Date of stating operating the business:

Manager's Name :

What is the nationality of the manger?

What is the educational level and background of the manger?

How long is his experience and in which field?

How many workers do you sponsor / plan to sponsor?

LEGAL STATUS

Sole Company Partnership L.L.C. Other (please, specify)

¹In case of partnership, how many partners will be with you in the business?²

EXISTING BUSINESS EXPANTION DETAILS

What activities does the new business / expansion plan to do?

.....
.....

CURRENT / PROPOSED LOCATION

The annual cost for the rent is: Dh.

COMPETITORS

The direct / indirect competitors are:

CUSTOMERS

The customers are:

COMPETITIVE ADVANTAGE

My services / Products are distinguished from my competitors' by the following:

COSTS/ INVESTMENTS

The total cost of the vestments is: Dh.

How will you finance your project?

Self, Finance Mohammed Bin Rashid Est. For young Business Leaders Other sources

Amount of the required loan from SME is: Dh.

How much are you and your partner willing to contribute to the project?

You Partner 1 Partner 2 Partner 3

How much was your total sales (turnover) last financial year in Dirham?

Year 1 Year 2 Year 3

In case of existing business, How much is the net profits for the last 3 years in Dirham?

Year 1 Year 2 Year 3

TIME COMMITMENT

Who will be responsible of the business?

You Partner 1 Partner 2 Partner 3

If you and your partners still have jobs, will you quit for operating the business?

You : Yes No Partner 1 : Yes No
Partner 2 : Yes No Partner 3 : Yes No

Visions

Do you have vision for where the business will be in five years time? Describe your vision for the business?

.....
.....

RISKS

What are the potential risks with the project?

.....
.....

ENTREPRENEUR DEVELOPMENT CENTER OFFICES

Which type of offices do you prefer?

Hot Desk Work Station Executive Office

SERVICES OF THE ENTREPRENEURS' RELATIONS

- Issuing trading license
- Renewing trading license
- Renewing trading license (for the first time by the Establishment)
- Amendment trading license
- Issuing new branch trading license

IMPORTANT INSTRUCTIONS

- o The establishment must be completely owned and operated by the national citizen.
- o The member must submit all required certified documents by Mohamed Bin Rashid Establishment for Young Business Leaders, in case of adding any new partner in the trading license of the establishment to be assessed for approval.
- o All revenues and profits of the project should be for the national project owner.
- o The assigned SME staff has the right to enter the project site for inspection, reviewing any documents or records they ask for, comment on them and provide guidance on the way of operation and the performance in general.
- o The project owner / EDC tenant must get a written approval from the SME management before applying for labors from the Ministry of Labor or Department of Passport and Immigration.
- o Getting a written approval from the SME before using the SME logo is required.

I, the undersigned, do declare that all information and documents submitted to SME are valid and accurate and under my responsibility, and adhering to all guidelines mentioned above. In case of violation the SME has the right to take the necessary

I / we acknowledge that all statements in this application and the enclosed documents are right

Name of the first partner.....

Date : Signature

Name of the second partner

Date : Signature

Name of the third partner

Date : Signature

FOR OFFICE USE ONLY

Received By :

Date Received :

Date Entered :

Status :

Comments :

.....

Approved by

Date

Comments

.....