

MINISTRY OF ECONOMY

Based on Article 37 paragraph (4) of the Law on Financial Support of Investments (“Official Gazette of Republic of Macedonia” no. 83/2018) the minister for economy adopted the following

**RULEBOOK ON THE FORM AND THE CONTENTS OF THE REQUEST
FOR GRANTING FINANCIAL SUPPORT AND THE REQUIRED
DOCUMENTATION**

Article 1

By this rulebook is prescribed the form and the contents of the request for granting financial support and the required documentation.

Article 2

The request for granting financial support for investment projects outside technological industrial development zones shall be submitted to the Agency for Foreign Investments and Export Promotion of the Republic of Macedonia, in accordance with Article 36 paragraph (3) of the Law on Financial Support of Investments.

The request referred to in paragraph 1 of this Article shall be submitted on application form, in A-4 format of paper in white color.

The form and the contents of the request referred to in paragraph 1 of this Article are given as Appendix 1 that represents a constituent part of this rulebook.

Article 3

The request for granting financial support for investment projects in technological industrial development zones shall be submitted to the Directorate for Technological Industrial Development Zones, in accordance with Article 36 paragraph (2) of the Law on Financial Support of Investments.

The request referred to in paragraph 1 of this Article shall be submitted on application form, in A-4 format of paper in white color.

The form and the contents of the request referred to in paragraph 1 of this Article are given as Appendix 2 that represents a constituent part of this rulebook.

Article 4

The request referred to in Articles 2 and 3 of this rulebook shall be submitted along with the following documents:

- Letter of Intent;
- Business plan for an investment project;
- Current account for the business entity issued by the Central Registry of the Republic of Macedonia, not older than 60 days;
- Certificate issued by the Central Registry of Republic of Macedonia that the business entity is not under a bankruptcy procedure, not older than 60 days;

- Certificate issued by the Central Registry of Republic of Macedonia that the business entity is not under a liquidation procedure, not older than 60 days;
- Certificate issued by the Customs Administration that the business entity does not have unpaid debt on the basis of customs and other import duties, not older than 60 days;
- Certificate issued by the Public Revenue Office that there are no levied and unsettled tax obligations, not older than 60 days;
- Annual accounts with financial statements and consolidated annual accounts and consolidated financial statements, if the business entity makes and publishes this type of statements, for the last four years or for a shorter period of time depending on the date the business entity has been established or started activity; and
- Certificate issued by a competent authority of a foreign state for official residence or temporary stay of citizens of Republic of Macedonia, founders of the business entity in accordance with Article 33 of the Law on Financial Support of Investments.

Article 5

This rulebook enters into force the following day of its publishing in the “Official Gazette of Republic of Macedonia”.

TO:

Agency for Foreign Investments and Export Promotion of the Republic of Macedonia
 "Nikola Vapcarov" Str., no.7, 1000, Skopje

REQUEST

for granting financial support

From company _____ with its registered office
 at _____, with Unique Identification Number of Company _____,
 telephone number: _____ and e-mail: _____

We submit request for concluding agreement for financial support with the Government of the Republic of Macedonia in accordance with the Law on Financial Support of Investments, for the following types of financial support:

- 1. Support for new employments
- 2. Support for establishing organizational forms for technological development and research
- 3. Support for investment projects of significant economic interest:
 - 3.1 Payment of funds in the amount of the paid personal income tax on the salaries of employed citizens of the Republic of Macedonia
 - 3.2 Payment of funds in the amount of the paid profit tax
 - 3.3 Funds in the amount of up to 10% of the completed amount of the investment
 - 3.4 Payment of funds for every employee for whom a net salary higher by at least 50% than the amount of the minimum net salary prescribed under the Law on the Minimum Salary in the Republic of Macedonia has been paid
- 4. Support for capital investments and revenues growth
- 5. Support for purchasing assets of business entities in distress
- 6. Support for increasing the competitiveness on the market
- 7. Support for conquering markets and sales growth.

(By marking, the applicant declares himself on the types of financial support from the above listed ones for which the request refers to.)

With this request we also enclose the following documentation:

- Letter of Intent;
- Business plan for an investment project;
- Current account for the entity issued on _____ 20__;

- Certificate by the Central Registry of Republic of Macedonia that the business entity is not under a bankruptcy procedure, issued on _____ 20 ____;
- Certificate by the Central Registry of Republic of Macedonia that the business entity is not under a liquidation procedure, issued on _____ 20 ____;
- Certificate by the Customs Administration that the business entity does not have unpaid debt on the basis of customs and other import duties, issued on _____ 20 ____;
- Certificate by the Public Revenue Office that there are no levied and unsettled tax obligations, issued on date: _____ 20 ____;
- Annual accounts with financial statements for the last ____ years;
- Consolidated annual accounts and consolidated financial statements for the last ____ years; and
- Certificate issued by a competent authority of a foreign state for official residence or temporary stay of citizens of Republic of Macedonia, founders of the business entity, in accordance with Article 33 of the Law on Financial Support of Investments (for request for financial support in accordance with Article 33 of the Law on Financial Support of Investments).

(The applicant marks the documents enclosed to the request and fills in the required information)

Upon request from the competent authority we agree to submit also other documents which confirm the data and the facts listed in the request and in the documentation.

Date

APPLICANT

Place for seal

*(short company name,
authorized person, signature)*

TO:

Directorate for Technological Industrial Development Zones
 "Partizanski Odredi" Blvd., no.2, 1000, Skopje

REQUEST

for granting financial support

From company _____ with its registered office
 at _____, with Unique Identification Number of Company _____,
 telephone number: _____ and e-mail: _____

We submit request for concluding agreement for financial support with the Government of the Republic of Macedonia in accordance with the Law on Financial Support of Investments, for the following types of financial support:

- 1. Support for new employments
- 2. Support for establishing and promoting cooperation with suppliers from the Republic of Macedonia
- 3. Support for establishing organizational forms for technological development and research
- 4. Support for investment projects of significant economic interest:
 - 4.1 Funds in the amount of up to 10% of the completed amount of the investment
 - 4.2 Payment of funds for every employee for whom a net salary higher by at least 50% than the amount of the minimum net salary prescribed under the Law on the Minimum Salary in the Republic of Macedonia has been paid
- 5. Support for capital investments and revenues growth
- 6. Support for purchasing assets of business entities in distress
- 7. Support for increasing the competitiveness on the market

(By marking, the applicant declares himself on the types of financial support from the above listed ones for which the request refers to.)

With this request we also enclose the following documentation:

- Letter of Intent;
- Business plan for an investment project;
- Current account for the entity issued on _____ 20__;
- Certificate by the Central Registry of Republic of Macedonia that the business entity is not under a bankruptcy procedure, issued on _____ 20__;

- Certificate by the Central Registry of Republic of Macedonia that the business entity is not under a liquidation procedure, issued on _____ 20____;
- Certificate by the Customs Administration that the business entity does not have unpaid debt on the basis of customs and other import duties, issued on _____ 20____;
- Certificate by the Public Revenue Office that there are no levied and unsettled tax obligations, issued on date: _____ 20____;
- Annual accounts with financial statements for the last ____ years;
- Consolidated annual accounts and consolidated financial statements for the last____ years; and
- Certificate issued by a competent authority of a foreign state for official residence or temporary stay of citizens of Republic of Macedonia, founders of the business entity, in accordance with Article 33 of the Law on Financial Support of Investments (for request for financial support in accordance with Article 33 of the Law on Financial Support of Investments).

(The applicant marks the documents enclosed to the request and fills in the required information)

Upon request from the competent authority we agree to submit also other documents which confirm the data and the facts listed in the request and in the documentation.

Date

APPLICANT

Place for seal

*(short company name,
authorized person, signature)*