**Annex 13**

**DECLARATION OF LEGAL REPRESENTATIVE**

**INFORMATION ON THE SME QUALIFICATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| The undersigned |  | | | Tax Code | |  |
| Born in |  | | | | on |  |
| As the legal representative for | | |  | | | |
| With registered office in | |  | | address | |  |
| With operating headquarters in | | *(do not fill in if the same as registered office)* | | address | | *(do not fill in if the same as registered office)* |
| Tax Code | |  | | VAT number | |  |
| CEM | |  | |

- Whose company is the applicant for aid relating to the audiovisual project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ whose application for aid was presented \_\_\_\_\_\_\_\_\_ in the context of the “**Apulia Film Fund 2018/2020**” Public Notice

**D E C L A R E S**

that the company is an enterprise:

micro small medium

on the basis of the data shown in the enclosed forms, indicated below

* *Sheet 1 Information on the enterprise size*
* *Sheet 2 Calculation for the partner or linked type of enterprise*
* *Sheet 3 Partner enterprises*
* *Sheet 3A Partnership sheet for each partner enterprise*
* *Sheet 4 Linked enterprises - 1*
* *Sheet 5 Linked enterprises - 2*
* *Sheet 5A Linkage sheet*

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IN WITNESS WHEREOF

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**ANNEX 13 -** **Sheet 1**

**INFORMATION ON THE ENTERPRISE DIMENSION**

**1. Precise identification of the applicant enterprise**

Name or Business name:

Address (of registered office):

Registration / VAT number:

**2. Type of enterprise**

Tick to indicate which case(s) applies to the applicant enterprise:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Autonomous enterprise | In this case the data filled in the box below result from the accounts of the applicant enterprise only. Fill in the declaration only, without annex. |
|  |  | Partner enterprise | Fill in and attach the annex (and any additional sheets), then complete the declaration by copying the results of the calculations into the box below. |
|  |  | Linked enterprise |

**3. Data used to determine the category of enterprise**

Calculated according to Article 6 of the Annex to the Commission Recommendation 2003/361/EC on the SME definition.

Reference period (1):

|  |  |  |
| --- | --- | --- |
| **Headcount (AWU)** | **Annual turnover (\*)** | **Balance sheet total (\*)** |
|  |  |  |

(\*) EUR 1000.

**4. Size of the enterprise**

On the basis of the data shown in point nr. 3, tick to indicate which case applies:

* micro
* small
* medium
* large

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly-established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year

**ANNEX 13 - Sheet 2**

**CALCULATION FOR THE PARTNER OR LINKED TYPE OF ENTERPRISE**

**Calculation for the partner or linked type of enterprise**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference period (1): | | | |
|  | **Headcount (AWU)** | **Annual turnover (\*)** | **Balance sheet total (\*)** |
| 1. Data (1) of the applicant enterprise or consolidated accounts [copy data from table 1 in sheet 4] (2) |  |  |  |
| 2. Proportionally aggregated data (1) of all partner enterprises (if any) [copy data from summary table in sheet 3] |  |  |  |
| 3. Added up data (1) of all linked enterprises (if any) – if not included by consolidation in line 1 [copy data froma table A of Sheet 5] |  |  |  |
| Total |  |  |  |

(\*)EUR 1000

The data entered in the "Total" row of the above table should be entered in point nr. 3 of the box “Data used to determine the category of enterprise” (Sheet 1)

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly-established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.

(2) The data of the enterprise, including the headcount, are determined on the basis of the accounts and other data of the enterprise or, where they exist, the consolidated accounts of the enterprise, or the consolidated accounts in which the enterprise is included through consolidation.

**ANNEX 13 - Sheet 3**

**PARTNERS ENTERPRISES**

For each enterprise for which a ‘partnership sheet’ has been completed (one sheet for each partner enterprise of the applicant enterprise and for any partner enterprises of any linked enterprise, of which the data is not yet included in the consolidated accounts of that linked enterprise (4) ), the data in the ‘partnership box’ in question should be entered in the summary table below:

**Summary table**

|  |  |  |  |
| --- | --- | --- | --- |
| **Partner enterprise**  (name / identification) | **Headcount (AWU)** | **Annual turnover (\*)** | **Balance sheet total (\*)** |
| l) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |
| 5) |  |  |  |
| 6) |  |  |  |
| 7) |  |  |  |
| 8) |  |  |  |
| 9) |  |  |  |
| 10) |  |  |  |
| …) |  |  |  |
| Total |  |  |  |
|  |  |  |  |
|  |  |  |  |

(\*) EUR 1000.

**Reminder**: The data entered in the "Total" row of the above table should be entered in line 2 (regarding partner enterprises) of the table in Sheet 2.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ANNEX 13 - Sheet 3A**

**PARTNERSHIP SHEET FOR EACH PARTNER ENTERPRISE**

**1. Precise identification of the applicant enterprise**

Name or Business name:

Address (of registered office):

Registration / VAT number:

**2. Raw data regarding that partner enterprise**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference period (1): | | | |
|  | **Headcount (AWU)** | **Annual turnover (\*)** | **Balance sheet total (\*)** |
| **Raw data** |  |  |  |

(\*) EUR 1000.

**Reminder:** These raw data are derived from the accounts and other data of the partner enterprise, consolidated if they exist. To them are added 100% of the data of enterprises which are linked to this partner enterprise, unless the accounts data of those linked enterprises are already included through consolidation in the accounts of the partner enterprise. If necessary, add “linkage sheets” for the enterprises which are not yet included through consolidation.

**3. Proportional calculation**

a) Indicate precisely the holding (2) of the enterprise drawing up the declaration (or of the linked enterprise via which the relation to the partner enterprise is established) in the partner enterprise to which this sheet relates: \_\_\_%

Indicate also the holding of the partner enterprise to which this sheet relates in the enterprise drawing up the declaration (or in the linked enterprise): \_\_\_%

b) The higher of these two holding percentages should be applied to the raw data entered in the previous box (point nr. 2). The results of this proportional calculation should be given in the following table:

**Partnership box**

|  |  |  |  |
| --- | --- | --- | --- |
| **Percentage: . . .%** | **Headcount (AWU)** | **Annual turnover (\*)** | **Balance sheet total (\*)** |
| **Proportional results** |  |  |  |

(\*) EUR 1000.

These data should be entered in summary table in Sheet 3.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly-established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.

(2) In terms of the share of the capital or voting rights, whichever is higher. To this holding should be added the holding of each linked enterprise in the same enterprise.

**ANNEX 13 - Sheet 4**

**LINKED ENTERPRISES - 1**

***CASE 1: THE APPLICANT ENTERPRISE DRAWS UP CONSOLIDATED ACCOUNTS OR IS INCLUDED BY CONSOLIDATION IN THE CONSOLIDATED ACCOUNTS OF ANOTHER ENTERPRISE***

The consolidated accounts serve as the basis for the calculation. Fill in Table 1 below

**Table 1**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Headcount (AWU) (\*)** | **Annual turnover (\*\*)** | **Balance sheet total (\*\*)** |
| Total |  |  |  |

(\*) Where in the consolidated accounts no headcount data appears, the calculation of it is done by adding the data from the enterprises to which the enterprise in question is linked..

(\*\*) EUR 1000.

The data entered in the "Total" row of the above table should be entered in line 1 of the table in the Annex to the declaration. (Sheet 2).

|  |  |  |
| --- | --- | --- |
| Identification of the enterprises included through consolidation | | |
| **Linked enterprise**  (name / identification) | **Address**  (of registered office) | **Registration / VAT number** |
| A. |  |  |
| B. |  |  |
| C. |  |  |
| D. |  |  |
| E. |  |  |

**Important:** Partner enterprises of such a linked enterprise, which are not yet included through consolidation, are treated like direct partners of the applicant enterprise. Their data and a ‘partnership sheet’ should therefore be added in Sheet 3A and 3.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ANNEX 13 - Sheet 5**

**LINKED ENTERPRISES - 2**

***CASE 2: THE APPLICANT ENTERPRISE OR ONE OR MORE OF THE LINKED ENTERPRISES DO NOT ESTABLISH CONSOLIDATED ACCOUNTS OR ARE NOT INCLUDED IN THE CONSOLIDATED ACCOUNTS.***

For each linked enterprise (including links via other linked enterprises), complete a "linkage sheet" (Sheet 5A) and simply add together the accounts of all the linked enterprises by filling in Table A below:

**Table A**

|  |  |  |  |
| --- | --- | --- | --- |
| **Enterprise**  (name / identification) | **Headcount (AWU)** | **Annual turnover (\*\*)** | **Balance sheet total (\*\*)** |
| 1. (\*) |  |  |  |
| 2. (\*) |  |  |  |
| 3. (\*) |  |  |  |
| 4. (\*) |  |  |  |
| 5. (\*) |  |  |  |
| Total |  |  |  |

(\*) attach one “linkage sheet” per enterprise

(\*\*) EUR 1000.

The data entered in the "Total" row of the above table should be entered in line 3 (regarding linked enterprises) of the table in Sheet 2

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ANNEX 13 - Sheet 5A**

**LINKAGE SHEET**

*(only for linked enterprises not included by consolidation in Table A)*

**1. Precise identification of the applicant enterprise**

Name or Business name:

Address (of registered office):

Registration / VAT number:

**2. Data on the enterprise**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference period (1): | | | |
|  | **Headcount (AWU)** | **Annual turnover (\*)** | **Balance sheet total (\*)** |
| **Total** |  |  |  |

(\*) EUR 1000.

These data should be entered in Table A in Sheet 5.

**Important:** The data of the enterprises, which are linked to the applicant enterprise, are derived from their accounts and their other data, consolidated if they exist. To them are aggregated proportionally the data of any possible partner enterprise of that linked enterprise, situated immediately upstream or downstream from it, unless it has already been included through consolidation(2). Such partner enterprises are treated like direct partner enterprises of the applicant enterprise. Their data and a ‘partnership sheet’ have therefore to be added in Sheet 3A and 3.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly-established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.

(2) If the data of an enterprise are included in the consolidated accounts to a lesser proportion than the one determined under Article 6 paragraph 2, the percentage rate according to that article should be applied.