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| 1. **SSAS CHECKLIST - PROJECT FUNDING FOR EMERGING EXPORTERS** | | | |
|  |
| **COMPANY NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | |  |
|  |
| **INDIVIDUAL PARTICIPANT LIST** | | | |  |
|  |
| **A** | **DOCUMENTION REQUIRED** | √ / X | **Complete the details** |  |
| **1.** | **Completed, signed Application Form** |  |  |  |
| **2.** | **Certificate of Incorporation (Pty Ltd, Ltd, etc.)** |  | Registration Number: |  |
| **3.** | **Custom and Excise Certificate- Exporter Registration** |  | Registration Number: |  |
| **4.** | **Valid Certified Passport Copy or valid copy of Id for local events** |  | Passport Number:  Expiry Date: |  |
| **5.** | **A valid compliant B-BEEE certificate (level 1- 4) or sworn affidavit** |  | BB-BEE Level:  Expire Date: |  |
| **6.** | **Tax compliance status** |  | PIN Number:  Expiry Date: |  |
| **7.** | **Audited or independently reviewed annual financial statements (*signed by members/directors and accountant/auditor*)** |  | Year Ended: |  |
| **8.** | **Signed letter from the accountant/auditor for financials older than 12 months (where applicable), confirming:**   * **The turnover** * **Total assets (excluding land, property)** * **Number of full-time employees** |  |  |  |
| **9.** | **Entity Profile with headings:**   * **Name of the entity/company** * **Contact details and physical address** * **Background of the entity/company** * **Ownership structure** * **Vision** * **Mission** * **Current core business** * **Locally produced products and or services offering** * **History of export sales if any** * **Export readiness** |  | Add company logo on top  **Please ensure that you add all headings and information as per list.** |  |
| **10.** | **Brochure/Catalogue** |  |  |  |
| **11.** | **Completed, signed SSAS Agreement** |  |  |  |
| **12.** | **Completed, signed Declaration between the Project Coordinator and Individual Applicant** |  |  |  |
| **B** | **EMERGING EXPORTERS QUALIFYING CRITERIA** | | |  |
| **9.** | **The entity meets the following requirements:** | | |  |
| ü  **It must be owned by a black South African citizen with at least fifty-one percent (51%) owned and managed by black person(s) or woman owned or persons with disability (HDI’s)** |  |  |  |
| ü  **Have a turnover of less than twenty-five million rand (R25 million).** |  |  |  |
| ü  **SMME must have a turnover of less than the applicable sector threshold as per the latest Department of Small Business Development gazette or act.** |  |  |  |
| ü  **Must achieve at least level four (4) contributor status in terms of the B-BBEE Codes of Good Practice** |  | % Ownership:  -Woman Owned: \_\_\_\_%  -Black Woman Owned: \_\_\_\_%  -SME Owned: \_\_\_\_%  -Youth Owned \_\_\_\_% (35 Years and younger)  B-BBEE level: |  |
| ü  **It must have traded locally for at least twelve (12) months and with a 12-month financial statement** |  | Since Year: |  |
| **10.** | **The entity has a SSAS qualifying product or service.** |  | HS Code/s: |  |
| **11.** | **The entity has been involved in limited or no exports** |  | Provide details: |  |

**COMPILED BY:**

|  |  |  |
| --- | --- | --- |
| **Name:** | **Signature:** | **Date:** |
|  |  |  |