**North East Screen**

SME Eligibility Form

North East Screen is funded by the North East Screen Industries Partnership (NESIP).

North East Screen is required to confirm the SME status of those businesses we support. Any information that you supply to us will be used by North East Screen, Tees Valley Combined Authority and the Managing Authority for monitoring and auditing purposes only. It will be held securely under GDPR regulations.

# **Contact Details**

# If you are self-employed or freelance, please treat yourself as the business.

|  |  |
| --- | --- |
| **Your Name** |  |
| **Job Role** |  |
| **Name of Business** |  |
| **Business Address** |  |
| **Website** |  |
| **Socials**  **Facebook / X / Instagram** |  |
| **Email** |  |
| **Contact Number** |  |
| **Where did you hear about the NES programme?** |  |

**About your business**

|  |  |  |
| --- | --- | --- |
| **Company Registration Number** |  | |
| **Date Registered** |  | |
| **Date Started Trading** |  | |
| **Which sector does your main business activity fit within** | **Film and TV** |  |
| **Arts and Culture** |  |
| **Games** |  |
| **Advertising / Marketing** |  |
| **VFX / Immersive Technology** |  |
| **Animation** |  |
| **Other**  *Please specify* |  |
| **Please confirm your business type** | **Sole Trader / Self Employed**  *(please specify whether HMRC Registered or Unregistered)* |  |
| **Is your organisation undertaking any difficulty? (YES/NO)**  *For more information on what this means please visit the following link:*  [*http://bit.ly/2IDwChS*](http://bit.ly/2IDwChS) |  | |

**Additional Information**

|  |  |  |
| --- | --- | --- |
| **What are the current issues effecting the growth of your business?** |  | |
| **What support do you hope to receive through engagement with North East Screen?** |  | |
| **Which areas of the programme interest you most?** *(please mark all that apply)* | **Industry insights** |  |
| **New commissioning opportunities** |  |
| **Training events and workshops** |  |
| **Business growth support** |  |
| **Production Service**  *(Locations/Crew/Facilities)* |  |

**Current and Projected Performance**

Employment figures for the current financial year must be accurate as these will be used as a benchmark to calculate increase in employment.

|  |  |  |
| --- | --- | --- |
| **Turnover** | **Last Financial Year** |  |
| **Current Financial Year** |  |
| **Next Financial Year** |  |
| **No. of FT Employees**  *(including yourself and anyone else who works <36 hrs pw)* | **Last Financial Year** |  |
| **Current Financial Year** |  |
| **Next Financial Year** |  |
| **No. of PT employees** *(Including you, and anyone else who works <36 hrs/wk)* | **Last Financial Year** |  |
| **Current Financial Year** |  |
| **Next Financial Year** |  |

**Organisational Information – SME Status**

The support that North East Screen is providing is intended for SME’s (Micro, Small and Medium sized enterprises). Please complete the questions below in order to confirm your eligibility to receive this support.

|  |  |
| --- | --- |
| **Does your organisation employ more than 250 staff (FTE)?**  *(Yes/No)* |  |
| **Is your organisations annual turnover more than 50 million?**  *(Yes/No)* |  |
| **Is your organisations balance sheet total more than 43 million?**  *(Yes/No)* |  |
| **Does any other organisation own more than one quarter of your organisation in terms of capital or voting rights?**  *(Yes/No)* |  |
| **Does your organisation own more than one quarter of any other organisation in terms of capital or voting rights?**  *(Yes/No)* |  |

**De-Minimis Regulations**

In order to avoid public funding distorting competition within the European common market the European Commission sets the limits on the levels of assistance that the public sector can provide to businesses: these are referred to as the State Aid rules.

Very simply, these rules state that an organisation can receive up to 200,000 worth of state aid in the current financial year and the two previous financial years subject to how much assistance they have received during that period under [1] the de minimis exemption and [2] the Small Amounts of Compatible Aid Scheme, and that they are required to keep full records of all the state aid they receive.

Because the support you will receive is classified under the state aid de minimis exemption, you must declare all state aid received under the de minimis exemption and the Small Amounts of Compatible Aid Scheme in the current financial year and the previous two financial years in the table overleaf.

If you are in any doubt as to whether previous assistance received would constitute de minimis assistance or Small Amounts of Compatible Aid please raise your concerns as soon as possible.

**Support Received**

Please continue on an additional sheet if necessary.

|  |  |
| --- | --- |
| **Name of provider 1** |  |
| **Date of support** |  |
| **Activity**  *(what you have been supported to do; please include a brief description of its role in your project)* |  |
| **Length of support**  *(hh:mm)* |  |
| **Value of support**  *(£)* |  |

|  |  |
| --- | --- |
| **Name of provider 2** |  |
| **Date of support** |  |
| **Activity**  *(what you have been supported to do; please include a brief description of its role in your project)* |  |
| **Length of support**  *(hh:mm)* |  |
| **Value of support**  *(£)* |  |

**Declaration**

By signing this document I confirm that I fulfil the requirements for subsidy from the North East Screen Industries Partnership (NESIP) and that I understand that this project is supported by NESIP and the details given on this form are true to the best of my knowledge.

|  |  |
| --- | --- |
| **Name** |  |
| **Signature**  *(This must be on ink or electronic signature – not a type written on)* |  |
| **Date** |  |