

**STANDARD FORM FOR THE SUBMISSION OF INFORMATION REGARDING  
STATE AID GRANTED DURING THE YEAR 2024**

*(Important: A separate form should be completed and submitted for each beneficiary.  
This form should be completed for each individual aid or aid scheme granted under a scheme)*

**WARNING to all applicants:** Any false statement, misrepresentation or concealment of material fact on this form or any document presented in support of this application may be grounds for criminal prosecution.

**1. RECIPIENT.**

1.1 Name of beneficiary: .....

1.2 Company registration number: .....

1.3 NACE Classification: .....

**2. LEVEL AT WHICH AID IS ADMINISTERED AND THE ENTITY GRANTING IT.**

2.1 At which level is the aid administered:

- ☐ Government
- ☐ Public Organisation
- ☐ Shareholder
- ☐ Other (please specify)

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2.2 Ministry or other administrative body having statutory responsibility for the aid and its implementation:

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2.3 Person/s to contact

- Name: .....
- Designation: .....
- Organisation: .....
- Contact Details: .....

### 3. NAME AND NATURE OF AID.

3.1 Name of aid or aid scheme:

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3.2 General description of the aid or aid scheme:

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### 4. FORM OF AID.

4.1 Form or instrument of the aid:

- ☐ grant  
☐ loan  
☐ tax relief  
☐ interest subsidy  
☐ loan servicing  
☐ low-interest loan *(include details of how loan is secured)*  
☐ guarantee *(include details of how guarantee is secured and charges incurred)*  
☐ aid tied to an R & D contract concluded with industrial firms *(include details)*  
☐ purchase or use of state property on favourable terms *(include details)*  
☐ reduction in social security contributions  
☐ supply of goods and services at concessionary prices  
☐ import and / or excise duties relief  
☐ other (please specify)

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4.2 Further details including whether the aid is in cash or in kind, or in any other form (please specify).

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4.3 Give a precise description of the rules and conditions of application of the aid or aid scheme, including in particular the relevant tax treatment, and, whether the aid is granted automatically once certain objective criteria are fulfilled or whether there is an element of discretion for the competent authorities.

*Please reply on a separate sheet and attach hereto.*

## 5. AIM OF AID OR AID SCHEME.

5.1 What are the aims of the aid or aid scheme?

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5.2 What are the benefits expected to be derived from the aid or scheme?

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## 6. BASIS.

6.1 What is the legal and / or administrative basis for the aid or aid scheme?

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*Please attach a copy of the instrument constituting the legal and / or administrative basis for the scheme, including, where appropriate, the instruments to which reference is made in the legal and / or administrative basis.*

## 7. AMOUNT FOR THE AID OR AID SCHEME.

7.1 What is the amount in financial terms of the aid granted to the individual beneficiary during the reference period?

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7.2 Indicate how the aid is quantified.

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7.3 Indicate whether amount is one off, per annum or otherwise (please specify).

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7.4 Is the aid a fixed or fluctuating amount?

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## 8. DURATION OF THE AID GRANTED TO BENEFICIARY.

8.1 What is the duration of the aid? .....

8.2 Commencement Date.....

8.3 Termination .....

**8.4** Is the aid or aid scheme on going, with no particular date?

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#### **9. REPAYMENT OF PENALTIES.**

**9.1** In the case of failure by the recipient to comply with the conditions on which the aid was granted, does the scheme impose penalties and/or envisages the recoupment of aid from the recipient?

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#### **10. FUTURE DEVELOPMENTS.**

**10.1** For how long is it envisaged that the aid would be essential for the entity from the strategic, operational, financial and other viewpoints?

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#### **DETAILS OF PERSON SUBMITTING RETURN:**

NAME: .....

DESIGNATION: .....

ORGANISATION: .....

CONTACT DETAILS: .....

SIGNATURE: ..... DATE: .....

NUMBER OF ATTACHMENTS INCLUDED: .....