



Bosna i Hercegovina
Federacija Bosne i Hercegovine
KANTON SARAJEVO
Ministarstvo privrede



Босна и Херцеговина
Федерација Босне и Херцеговине
КАНТОН САРАЈЕВО
Министарство привреде

Bosnia and Herzegovina
Federation of Bosnia and Herzegovina

CANTON SARAJEVO
Ministry of Economy

Number: 07-05-15-34096-2/24
Sarajevo, 04 July 2024

Pursuant to Article 4, paragraph (1) of the Rulebook on procedures for the implementation of small business development programmes (Official Gazette of Sarajevo Canton, 20/21, 25/23, 47/23, and 16/24), and in accordance with the Decision on adoption of the Annual Plan for the Implementation of the Small Business Development Programme for 2024 (Official Gazette of Sarajevo Canton, 19/24 and 22/24), the Ministry of Economy of Sarajevo Canton publishes

PUBLIC CALL

for application under the programme: "Direct Foreign Investment Incentive - Support for the establishment of a legal entity founded by a foreign investor"

I SUBJECT OF CALL

The subject of the Public Call is the allocation of financial support for the establishment of a legal entity - a limited liability company based in the Sarajevo Canton (hereinafter: SC), which meets the requirements for classification in the category of small business operators according to the definition of small business operators from this Section, or according to the definition of small business operators from the Law on the Promotion of Small Business Development (Official Gazette of Sarajevo Canton, 29/15) (hereinafter: the Law), whose founder is a foreign legal entity with no registered business in Bosnia and Herzegovina (hereinafter: BiH), or a foreign investor.



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Definition of small business operators

Small businesses include small business operators, physical and legal persons, who permanently perform activities permitted by law to generate income or profit, including self-employment and family businesses related to sole proprietorship and other activities, registered with the competent authority, regardless of the form of organisation, and which:

- a. are independent in operations,
- b. employ on average less than 250 people per year, and
- c. generate an annual income of less than BAM 97,500,000.00 and/or whose balance sheet is less than BAM 84,000,000.00.

Independence in operations exists:

- a) if other physical or legal persons, who do not meet the requirements for classification in the category of small business operators individually or jointly, are not capital holders or do not participate in the decision-making rights of more than 25% in the small business operator,
- b) if the share of 25% is exceeded, if an investment fund or the public sector has a share in ownership or decision-making rights in a small business operator, provided that their share in capital or decision-making rights individually or jointly does not exceed 50%, and
- c) if it is not possible to determine the distribution of shares in the ownership of small business operator and, in accordance with its separate statement, it can be justifiably assumed that other physical or legal persons from points a) and b) of this definition of independence in operations do not exceed the limits of the conditions for independence in operations of small business operators referred to in points a) and b) of this definition.

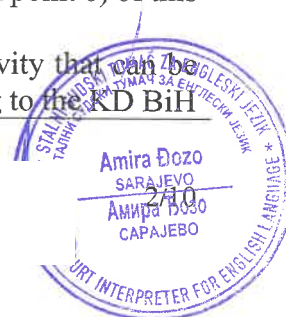
II RIGHT TO PARTICIPATE

The right to participate in the procedure for the allocation of incentive funds under this Public Call has a foreign legal entity with no registered business in BiH - a foreign investor, who submits an application for this Public Call and:

- 1) if it has been operating for a minimum of two years until 31 December 2023,
- 2) if the financial statements for 2022 and 2023 show profit,
- 3) if it meets the conditions for classification in the category of small business operators according to the definition of small business operators referred to in Section I of this Public Call, or according to the definition of small business operators from the Law,
- 4) if he has a high-quality business idea developed into a promising business model through the process of comprehensive planning, presented in the form of a business plan,
- 5) if it has drawn up a business plan that necessarily includes the total funds for the implementation of this business plan, and secured own funds and/or loan funds and incentive grant funds for the implementation of the business plan,
- 6) if the business plan did not foresee the use of incentive grant funds for ineligible costs referred to in Section IV of this Public Call,
- 7) if by the date of submitting the application, on the same basis, it did not use incentive grant funds from other sources,
- 8) if it is willing to register a legal entity - a limited liability company, with the registered office in the territory of SC, in which it has a majority stake, if it is selected as a beneficiary of funds under this Public Call,
- 9) if it is willing to provide a financial contribution in capital stock of the legal entity referred to in point 8) of this Section of not less than 40% of the total requested amount of incentive grant funds under this Public Call and if it is willing to spend the minimum amount of this financial investment for the implementation of the business plan referred to in point 6) of this Section,
- 10) if its business idea (formulated and developed in a business plan) is an activity that can be identified and registered as the main activity of a business operator according to the KD BiH



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2010 classification of activities (Official Gazette of BiH, 47/10) from Table 1 of this Section, **except activities that are subject to restriction for the purpose of Article 3 of the Law on Foreign Investments of the Federation of BiH (Official Gazette of Federation of BiH, 61/01, 50/03, and 77/15),**

- 11) if it submitted the application in accordance with this Public Call,
- 12) if it meets all other conditions from this Public Call, and
- 13) if by applying the criteria for selecting the beneficiary of funds referred to in Section VIII of this Public Call and the limit of total planned funds referred to in Section III of this Public Call, it is selected as the beneficiary of funds.

Table 1. List of registered core activities included in the Public Call

List of registered core activities included in the Public Call		
Area under KD BiH 2010	Area name under KD BiH 2010	Covered activity codes from the area under KD BiH 2010
C	Manufacturing	(10.11-10.92), 11.07, (13.10-18.20), (20.11-25.30), and (25.50-33.20)
D	Production and supply of electricity, gas, steam, and air conditioning	35.11
E	Water supply; waste water removal, waste management, and environmental remediation	38.11, 38.12, 38.21, 38.22, 38.31, and 38.32
F	Civil engineering	(41.10-43.99)
G	Wholesale and retail trade, repair of motor vehicles and motorcycles	(45.11-45.40), (46.21-46.24), (46.31-46.33), (46.36-46.39), (46.41-46.77), 46.90, (47.11-47.24), 47.29, and (47.41-47.79)
H	Transport and storage	49.31, 49.39, 49.41, 49.42, 52.10, 52.21, 52.23, 52.24, and 52.29
I	Accommodation and food service activities	(55.10-56.29)
J	Information and communication	(58.11-63.99)
M	Professional, scientific and technical activities	(69.10-75.00)
N	Administrative and support service activities	(79.11-79.90), (81.21-81.30), 82.11, and 82.20
P	Education	85.10 and (85.51-85.60)



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Q	Human health and social work activities	(86.21-88.99)
S	Other service activities	(95.11-96.04)

III AMOUNT OF FUNDS

Total planned amount of funds (limit): The total planned funds (limit) for the incentive of eligible costs under this Public Call is BAM 350,000.00 KM (in words: three hundred fifty thousand Convertible Marks), and these funds are defined in the Sarajevo Canton Budget for 2024, in the position 'Incentive for small business development', economic code 614500, sub-analytic IAP 005, and planned in the Annual Plan for the Implementation of the Small Business Development Programme for 2024 (hereinafter: the Annual Plan).

Maximum incentive funds per individual beneficiary: The maximum incentive funds per individual beneficiary is BAM 70,000.00 (in words: seventy thousand Convertible Marks) for eligible costs referred to in Section IV of this Public Call.

IV ELIGIBLE AND INELIGIBLE COSTS

Eligible costs that are the subject of incentives under this Public Call are costs directly and/or indirectly necessary for the core activity of a newly established legal entity with the applicant's majority stake and refer to:

- 1) Purchase of machines, tools, equipment, and technology not older than ten years;
- 2) Digitalisation of business (which includes the costs of developing an integral information system, web hosting, business e-mail hosting, corporate information websites, development of webshop platforms, development of mobile applications, etc.), and
- 3) Strengthening competitiveness by introducing a system of international quality standards, or engaging registered institutions to provide appropriate consulting services and education for system certification and product certification (CE marking) and acquisition of rights or renewal of use: ISO, HACCP, HALAL, and other international standards.

Note 1: For procurement items referred to in points 1), 2), and 3) of this Section, the supplier must be a business operator registered and performing the relevant activity in accordance with the legislation.

Note 2: Incentive funds may only be used by a newly established legal entity based in the Sarajevo Canton, in which the majority stake is held by the applicant who will be selected as a beneficiary of funds under this Public Call, and only for such eligible expenses incurred and paid after the registration of this newly established legal entity.

Ineligible costs: purchase of land, apartment/house, external construction works and purchase and rental of any type of motor vehicle, except for the purchase of cargo vehicles and working machines registered to a newly established legal entity with a majority stake of the applicant, external construction works, costs of electricity, water and other utility costs, costs of raw materials, costs of purchasing a mobile phone, and all other costs that are not listed as eligible.

V CONTENTS OF APPLICATION TO PUBLIC CALL

This Public Call is carried out in two stages, as follows:

V.1 Stage I of Public Call

In stage I of the implementation of this Public Call, the applicant - a foreign legal entity, when applying for the Public Call, is required to submit:



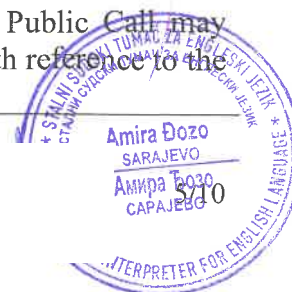
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- 1) **Application form, in the original**, duly completed in one of the languages in official use in BiH, certified by the signature of the authorised person of the applicant and seal of the applicant if, according to the law of the country where the applicant is based, the applicant has a seal, and, if according to the law of the country where the applicant is based, the applicant is not required to have a seal, it submits proof that it does not have this obligation.
- 2) **Documents**, as follows:
 - a) Current extract from the register of companies for a foreign legal entity - applicant, not issued earlier than 04 July 2024, bearing an Apostille (original),
 - b) Translation of the extract referred to in sub-point a) of this point into one of the languages in official use in BiH, certified by an authorised court interpreter for that language and additionally bearing an Apostille, and if the official translation is certified by an authorised court interpreter in the territory of BiH, an Apostille is not required (original),
 - c) Business plan, certified by the applicant as prescribed in point 1) of this Section, drawn up in one of the languages in official use in BiH, which is in accordance with economic standards and the content from Table 2 of this Public Call (original);
 - d) Translation of the financial statements of the applicant for 2022 and 2023 into one of the languages in official use in BiH, certified by an authorised court interpreter for that language (original);
 - e) Declaration by the applicant in the original (Annex 1 of the Public Call), made in one of the languages in official use in BiH and certified by the applicant as prescribed in point 1) of this Section, in which the applicant, under full moral, material and criminal responsibility confirms as follows:
 - i. it does not have a registered business in Bosnia and Herzegovina,
 - ii. no criminal proceedings are being conducted against the authorised person of the applicant and that they have not been finally convicted of a criminal offense and/or an economic violation,
 - iii. it has operated for a minimum of two years until 31 December 2023,
 - iv. it has no debt for direct and indirect taxes,
 - v. it is not subject to bankruptcy or liquidation proceedings,
 - vi. its financial statements for 2022 and 2023 show profit,
 - vii. it meets the requirements for classification in the category of small business operators according to the definition of small business operators from the Law on the Promotion of Small Business Development (Official Gazette of Sarajevo Canton, 29/15),
 - viii. by the date of submitting the application, on the same basis, it has not used incentive grant funds from other sources,
 - ix. it is willing to register a legal entity with the registered office in the territory of SC, in which it has a majority stake, if selected as a beneficiary of funds under this Public Call,
 - x. it is willing to provide financial investment into the capital stock of the legal entity referred to in Section II, point 8) of this Public Call of not less than 40% of the total requested incentive grant funds under this Public Call, and that it is willing to spend the minimum of this financial investment for the implementation of the business plan referred to in Section II, point 6) of this Public Call,
 - xi. information and documentation it submitted under this Public Call are accurate,
 - xii. it agrees that the result of this Public Call will be published on the website of the Ministry of Economy of Sarajevo Canton, and
 - xiii. it agrees that the Ministry of Economy of Sarajevo Canton and the Committee for the Selection of Beneficiaries of Incentive Funds under this Public Call may process documents proving the personal identity of a person with reference to the



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application, in accordance with the Law on the Protection of Personal Data (Official Gazette of BiH, 49/06, 76/11, and 89/11).

Note 1: The applicant, whose registered office is in the territory of one of the signatory countries to the Apostille Convention of 1961 (hereinafter: the Hague Convention), legalises the documents referred to in point 2) subpoints a) and b) of this Section with an Apostille, and the applicant whose registered office is in the territory of one of the countries that is not a signatory to the Hague Convention performs full (regular) legalisation of these documents. The applicant whose registered office is in the territory of one of the countries with which BiH has entered into a bilateral agreement on the recognition of public documents without legalisation does not perform additional legalisation of the documents.

Note 2: The applicant whose registered office is in the territory of one of the countries where the official language is one of the official languages in BiH does not have to provide an official translation of the documents referred to in point 2) subpoints a), b), and d) of this Section, and submits original or certified photocopy of these documents.

Table 2. Minimum contents of business plan

Minimum contents of business plan	
No	Mandatory section
1	Information about the founder
2	Brief description of business idea
3	Description on product/service
4	Comparison of the product/service with a competitors' product/service
5	Price of product/service
6	Target market
7	Competition
8	Brief marketing and sales plan
9	Name, location, planned form of organisation (Ltd.)
10	Information on the role of founder in the business operator
11	Human resources
12	Management information
13	Production process
14	Information on suppliers and required services
15	Risks and methods to reduce risks
16	SWOT analysis (analysis of strengths, weaknesses, opportunities, and threats)
17	Plan for initial investments (own participation, required incentive funds requested from the Ministry of Economy of Sarajevo Canton under this Public Call, total funds for initial investments - project budget)
18	Narrative description of the financing plan of the business operator (includes a description of activities financed with own participation and a description of activities to be financed from the requested incentive funds)



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19

Financial projections for the first three years of operation (number of employees, gross income, gross expenses, fixed costs, variable costs, operating income and operating expenses, operating profit/loss, net profit, share of product/service in gross income for the year)

V.2 Stage II of Public Call implementation

In stage II of the Public Call implementation, the newly established legal entity with the majority stake of the applicant selected by the decision of the Sarajevo Canton Government (hereinafter: the newly established legal entity), before entering into the agreement on allocation of incentive funds, must submit:

1) Documents and other documentation of the newly established legal entity, as follows:

- a) Current extract from the court register for the subject of registration, issued by the Municipal Court in Sarajevo, which records the majority stake in the capital of the selected applicant and the minimum of the 40% share of the requested incentive grant funds under this Public Call (original or photocopy certified by the competent authority - municipality/notary);
- b) Bank certificate of the executed order specifying payment of the minimum amount from sub-point a) of this point (original);
- c) Tax registration certificate - identification number (ID number) issued by the Tax Administration of the Federation of BiH (original or photocopy certified by the competent authority - municipality/notary);
- d) Notice on the classification of the newly established legal entity according to the classification of core activity, issued by the FBiH Bureau of Statistics – Statists Office for the Sarajevo Canton area according to the KD BiH 2010 Classification of Activities (Official Gazette of BiH, 47/10) (original or photocopy certified by the competent authority - municipality/notary);
- e) List of insured persons for the tax payer - newly established legal entity, issued by the Tax Administration of the Federation of BiH not older than 30 days from the date of delivery, in which a minimum of two employees must be recorded (original or photocopy certified by the competent authority - municipality/notary);
- f) Contract or certificate from the bank on the main bank account opened to the name of the newly established legal entity (original or photocopy certified by the competent authority - municipality/notary);
- g) Declaration of the authorised person of the newly established legal entity, in the original (Annex 2 of the Public Call), in one of the languages in official use in BiH, certified by the signature of the authorised person, and additionally certified by the competent authority - municipality/notary, by which the authorised person, under full moral, material, and criminal responsibility confirms the following:
 - i. no criminal proceedings are being conducted against them and that they have not been finally convicted of committing a criminal offense and/or an economic violation,
 - ii. newly established legal entity, in which the person is authorised, will purposefully spend the funds allocated to it under this Public Call,
 - iii. applicant under this Public Call and the newly established legal entity in which they are the authorised person for the subject of incentive for which the application was submitted under this Public Call did not receive incentive grant funds from other financing/co-financing programmes,
 - iv. newly established business operator will co-finance the implementation of business plan submitted under this Public Call in the minimum amount of 40% of the requested incentive grant funds under this Public Call,



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- v. information and documentation submitted by the newly established legal entity under this Public Call are accurate,
- vi. they agree that the Ministry of Economy of Sarajevo Canton may process documents that prove their personal identity and the personal identity of other persons with reference to the application in accordance with the Law on the Protection of Personal Data (Official Gazette of BiH, 49/06, 76/11, and 89/11);
- h) two blank certified bills of exchange (originals);
- i) two bills of exchange statement completed in printed form, for each of the bills of exchange from subpoint h) of this point (Annex 3 of the Public Call) (originals).

Special notes:

- The applicant selected by the decision of the Sarajevo Canton Government, before entering into the agreement on allocation of incentive funds, has the obligation to register a newly established legal entity, or a limited liability company in which they have a majority stake, and to submit all the documentation from Section V.2 of this Public Call to the Ministry of Economy of the Sarajevo Canton. The agreement on allocation of incentive funds will define all the details and rules for the use of the incentive funds (rights and obligations of the parties).
- Beneficiary of the funds - a newly established legal entity has the obligation to operate for a minimum of two years, starting from the date of its registration, and during that period it is not permitted to dispose of and sell fixed assets financed by incentive funds allocated under this Public Call.
- The deadline for entry into the agreement with a newly established legal entity (beneficiary of funds), which submits the documentation from Section V.2 of this Public Call to the Ministry of Economy of the Sarajevo Canton by 20 December 2024, is 31 December 2024.
- Pursuant to Article 8, paragraph (3) of the Rulebook on procedures for the implementation of small business development programmes (Official Gazette of Sarajevo Canton, 20/21, 25/23, 47/23, and 16/24), the documentation submitted under the Public Call will not be returned to the applicant.
- Should it be subsequently established that the claims in the declaration from Section V.1 point e) and Section V.2 point g) are incorrect, and that the other documentation of the applicant and newly established legal entity prescribed under this Public Call is incorrect, the application will not be accepted for consideration, and if these facts are established after the allocation of incentive funds, the newly established legal entity to which the funds will be allocated is required to repay these funds with the corresponding statutory default interest.

VI DEADLINE FOR APPLICATION

The deadline for application is 30 (thirty) days from the date of publication of the Notice of Public Call in the Official Gazette of Sarajevo Canton, or from 04 July 2024. The Public Call, application form, and the relevant annexes are published on the website of the Ministry of Economy of Sarajevo Canton: <http://mp.ks.gov.ba/>.

VII PLACE AND METHOD OF APPLICATION

The application is submitted in a sealed envelope directly to the protocol of the Sarajevo Canton or by registered mail to the address: Ministarstvo privrede Kantona Sarajevo, ulica Reisa Džemaludina Čauševića broj 1, with the indication "Ne otvarati - po Javnom pozivu za dostavljanje prijave po programu: Poticaj direktnih stranih ulaganja - Podrška za osnivanje pravnog lica čiji je osnivač strani ulagač" / "Do not open - under the Public Call for applications under the programme: Direct Foreign Investment Incentive - Support for the establishment of a legal entity founded by a foreign investor"/, which must be specified on the front of the envelope. The following must be stated on the back of the envelope: applicant's full name, registered office address, e-mail address, and contact telephone number, and stamped.



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VIII CRITERIA FOR BENEFICIARY SELECTION

1) The criteria for ranking - evaluation of the quality and market potential of the submitted business plan from Table 3 of this Public Call will be applied to the applicant who meets all the conditions of this Public Call in Stage I. The maximum points for evaluating the quality and market potential of a business plan is 70 points. An applicant who receives less than 35 points during the business plan evaluation cannot enter further procedure for the allocation of funds under this Public Call.

Table 3. Criteria to evaluate quality and market potential of the applicant's business plan

I Criteria to evaluate the quality of business plan	
Name of criteria	Number of points
Market research	0-7
Marketing plan	0-5
Service/production plan	0-11
Organisation and management plan	0-5
Financial plan	0-7
II Criteria to evaluate contribution of the business plan to the local economy	
Name of criteria	Number of points
Innovation	0-7
Sustainability rating	0-19
Potential to create new jobs	2 jobs - 1 point
	3 or more jobs - 3 points
Export potential	0-2
Potential to employ local suppliers	0-4
Maximum points	70 points

2) The application will be scored according to the criterion of the total co-financing of the business plan implementation, and the highest value according to this criterion expressed in Convertible Marks will be evaluated with 30 points.

3) For the applicant who offers co-financing lower than the highest value referred to in point 2) of this Section, scoring will be as follows: (Total co-financing amount of the business plan / Highest amount of co-financing of the business plan) x 30 points.

4) In accordance with the criteria referred to in points 1) and 2) of this Section, the applicant can receive a maximum of 100 points.

5) Under this Public Call, a number of beneficiaries can be selected until the limit from Section III of this Public Call is exhausted.

IX OTHER PROVISIONS

The Ministry of Economy of Sarajevo Canton enters into an agreement on the allocation of incentive funds with the selected beneficiaries, after which the funds are transferred to the beneficiaries' accounts. In accordance with the agreement, the beneficiary of incentive funds has the obligation to submit, within six months after the funds have been allocated, evidence of the funds spent, for which the funds were approved according to the accepted business plan, or contracts and/or invoices with the fiscal receipt (if there is a statutory obligation to issue a fiscal receipt) proving the intended use of funds and evidence of payment of submitted invoices (bank statement or bank certificate of a



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completed payment order), and photo documentation of machinery, plant and equipment that were purchased. The Ministry of Economy of Sarajevo Canton undertakes to supervise the implementation of contractual obligations from the agreement on allocation of incentive funds by inspecting the documentation in own premises and with the beneficiaries of funds, and if needed, by inspecting the information obtained officially by the relevant competent authority. The Ministry of Economy of Sarajevo Canton takes measures falling within its competence when carrying out supervision, and in the event that it factually establishes the reason for taking the relevant measure or establishes the existence of a well-founded suspicion of a criminal responsibility of an individual, in their actions before and after the entry into agreement, the Ministry of Economy of Sarajevo Canton will initiate, without delay, the procedure to establish the criminal responsibility of such individual. The applicant under this Public Call, in order to protect its rights, may submit a written complaint to the Ministry of Economy of Sarajevo Canton, within eight days from the date of publication of the preliminary proposal of beneficiaries of incentive funds. The Ministry of Economy of the Sarajevo Canton will act upon the complaint not later than within 15 days. This Public Call is published in Bosnian, and official translations of this Public Call in English and German are also published. In the event of any discrepancy between the Public Call published in Bosnian and the official translations of this Public Call in English and German, the Bosnian Call Invitation shall apply.

Note: A request for additional information on specific matters from this Public Call may be submitted by telephone: **033/258-132**, every working day from 8:00 a.m. to 12:00 p.m. and from 2:00 p.m. to 4:00 p.m.

MINISTER

Zlatko Mijatović

Copies to:

1. For translation by an authorised court interpreter (x2),
2. Records, and
3. Archives.

I hereby certify that the above translation complies completely with the original text written in Bosnian.

Translation log: 341-24

Sarajevo, 04 July 2024

Amira Dozo

Certified Court Interpreter for English





Bosna i Hercegovina
 Federacija Bosne i Hercegovine
KANTON SARAJEVO
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Босна и Херцеговина
 Федерација Босне и Херцеговине
КАНТОН САРАЈЕВО
 Министарство привреде

Bosnia and Herzegovina
 Federation of Bosnia and Herzegovina

CANTON SARAJEVO
 Ministry of Economy

APPLICATION FORM

"Public Call for application under the programme: "Direct Foreign Investment Incentive - Support for the establishment of a legal entity founded by a foreign investor" number: 07-05-15-34096-2/24

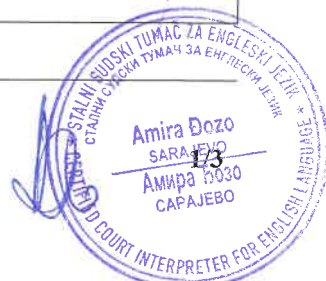
of 04 July 2024

I – General applicant information

Name of legal entity	
Country and address of registered office of the legal entity	
Contact telephone	
Contact e-mail	
Name and surname of authorised person of the legal entity	
Telephone and e-mail of authorised person	
Title of business plan	
Total value for the implementation of activities from the business plan	
Funds for the implementation of activities from the business plan required under the Public Call	



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Anticipated own financial participation in activities for the implementation of business plan	
Brief description of business idea elaborated in the business plan	
<u>Name and code of core activity</u> according to KD BiH 2010 (Official Gazette of BiH, 47/10) (business idea from the business plan, which may be registered as a core activity)	

II – Documentation attached to this Application

1. Current extract from the register of companies for a foreign legal entity - applicant, not issued earlier than 04 July 2024, bearing an Apostille (original) and translation of the extract from the register into one of the languages in official use in BiH, certified by an authorised court interpreter for that language and additionally bearing an Apostille, and if the official translation is certified by an authorised court interpreter in the territory of BiH, an Apostille is not required (original);
2. Business plan, certified by the applicant as prescribed in point 1) of Section V.1 of this Public Call, drawn up in one of the languages in official use in BiH, which is in accordance with economic standards and the content from Table 2 of this Public Call (original)
3. Translation of the financial statements of the applicant for 2022 and 2023 into one of the languages in official use in BiH, certified by an authorised court interpreter for that language (original);
4. e) Declaration by the applicant in the original (Annex 1 of the Public Call), made in one of the languages in official use in BiH and certified by the applicant as prescribed in point 1) of Section V.1 of this Public Call.

Place	
Date	
Name and surname of authorised person of the applicant	
Signature of authorised person of the applicant	

L.S.

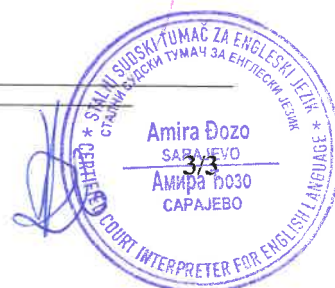


Address: Reisa Džemaludina Čauševića 1, 71 000 Sarajevo
 Tel: + 387 (0) 33 562-122, Fax: + 387 (0) 33 562-226
 Web: <http://mp.ks.gov.ba>, E-mail: mp@mp.ks.gov.ba



(if, according to the law of the country where the applicant has its registered office, the applicant has a seal and if, according to the law of the country where the applicant has its registered office, the applicant is not required to have a seal, it submits proof that it does not have this obligation)

*I hereby certify that the above translation complies completely
with the original text written in Bosnian.
Translation log: 341-24
Sarajevo, 04 July 2024
Amira Dozo
Certified Court Interpreter for English*





DECLARATION

for application under the Public Call, number: 07-05-15-34096-2/24 of 04 July 2024

I, _____
(enter name and surname and passport number)

the undersigned, as a person authorised to represent the applicant

(name of legal entity, address, and ID)

under full moral, material and criminal responsibility, declare that:

1. applicant does not have a registered business in Bosnia and Herzegovina,
2. no criminal proceedings are being conducted against the authorised person of the applicant and that they have not been finally convicted of a criminal offense and/or an economic violation,
3. applicant has operated for a minimum of two years until 31 December 2023,
4. applicant has no debt for direct and indirect taxes,
5. applicant is not subject to bankruptcy or liquidation proceedings,
6. in its financial statements for 2022 and 2023, the applicant showed profit,
7. applicant meets the requirements for classification in the category of small business operators according to the definition of small business operators from the Law on the Promotion of Small Business Development (Official Gazette of Sarajevo Canton, 29/15),
8. by the date of submitting the application, on the same basis, the applicant has not used incentive grant funds from other sources,
9. applicant is willing to register a legal entity with the registered office in the territory of SC, in which it has a majority stake, if selected as a beneficiary of funds under this Public Call,
10. applicant is willing to provide financial investment into the capital stock of the legal entity referred to in Section II, point 8) of the Public Call of not less than 40% of the total requested incentive grant funds under this Public Call, and that it is willing to spend the minimum of this financial investment for the implementation of the business plan referred to in Section II, point 6) of this Public Call,
11. information and documentation submitted by the applicant under this Public Call are accurate,
12. it agrees that the result of this Public Call will be published on the website of the Ministry of Economy of Sarajevo Canton, and
13. applicant agrees that the Ministry of Economy of Sarajevo Canton and the Committee for the Selection of Beneficiaries of Incentive Funds under this Public Call may process documents proving the personal identity of a person with reference to the application, in accordance with the Law on the Protection of Personal Data (Official Gazette of BiH, br. 49/06, 76/11, and 89/11).

Place	
Date	
Name and surname of authorised person of the applicant	
Signature of authorised person of the applicant	

L.S.



MINISTRY OF ECONOMY OF SARAJEVO CANTON

Annex 1

(if, according to the law of the country where the applicant has its registered office, the applicant has a seal and if, according to the law of the country where the applicant has its registered office, the applicant is not required to have a seal, it submits proof that it does not have this obligation)

*I hereby certify that the above translation complies completely
with the original text written in Bosnian.
Translation log: 343-24
Sarajevo, 04 July 2024
Amira Dozo
Certified Court Interpreter for English*



DECLARATION

for the implementation of stage II of the Public Call, number: 07-05-15-34096-2/24 of 04 July 2024

I, _____
 (enter name and surname, address, ID card number, and/or passport number)

the undersigned, as a person authorised to represent the selected beneficiary/newly established legal entity

 (name of legal entity, address, and ID)

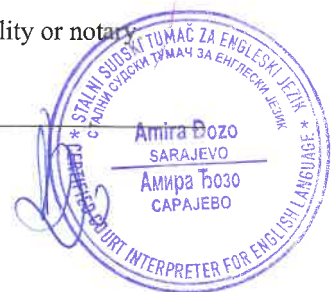
under full moral, material and criminal responsibility, declare that:

1. no criminal proceedings are being conducted against the authorised person of the selected beneficiary/newly established legal entity and that they have not been finally convicted of committing a criminal offense and/or an economic violation,
2. selected beneficiary/newly established legal entity, in which I am the authorised person, will purposefully spend the funds allocated to it under this Public Call,
3. applicant under this Public Call and the selected beneficiary/newly established legal entity for the subject of incentive for which the application was submitted under this Public Call did not receive incentive grant funds from other financing/co-financing programmes,
4. selected beneficiary/newly established legal entity will co-finance the implementation of business plan submitted under this Public Call in the minimum amount of 40% of the requested incentive grant funds under this Public Call,
5. information and documentation submitted by the selected beneficiary/newly established legal entity under this Public Call are accurate,
6. in the capacity of the authorised person of the selected beneficiary/newly established legal entity, I agree that the Ministry of Economy of Sarajevo Canton may process documents that prove their personal identity and the personal identity of other persons with reference to the application in accordance with the Law on the Protection of Personal Data (Official Gazette of BiH, 49/06, 76/11, and 89/11).

Place	
Date	
Name and surname of authorised person of the selected beneficiary/newly established legal entity	
Signature of authorised person of the selected beneficiary/newly established legal entity	

NOTE: This Declaration must be additionally certified by the competent authority - municipality or notary.

I hereby certify that the above translation complies completely with the original text written in Bosnian.
 Translation log: 344-24
 Sarajevo, 04 July 2024
 Amira Dozo
 Certified Court Interpreter for English



BILL OF EXCHANGE STATEMENT

The bill of exchange debtor (drawee) - (*here enter full name of legal entity with the majority stake of the selected applicant, ID number, and address of the legal entity*), authorises the bill of exchange creditor (payee) Sarajevo Canton - Ministry of Economy, ID number: 4200665710002, Reisa Džemaludina Čauševića 1, 71000 Sarajevo, to supplement – enter any missing elements in the delivered blank certified bill of exchange with the ‘no protest’ clause - serial number of the bill of exchange: (*here enter serial number of the bill of exchange*), without its approval, in accordance with the provisions of the Law on Bills of Exchange and other applicable regulations.

This bill of exchange statement is a confirmation that the bill of exchange debtor (drawee) has delivered the above bill of exchange to the bill of exchange creditor (payee), which it confirms with the signature and stamp.

The certified blank bill of exchange - serial number of the bill of exchange: (here enter serial number of the bill of exchange), is issued to secure compliance with the obligations of the legal entity (here enter full name of the legal entity with the majority stake of the selected applicant, ID number, and address of the legal entity), from the Agreement on allocation of incentive grant funds, entered into in accordance with the Decision on the selection of applicant under the Public Call: 07-05-15-34096-2/24 of 04 July 2024.

BILL OF EXCHANGE DEBTOR

L.S.

(here enter full name of legal entity – bill of exchange debtor)

(signature of person authorised to represent the legal entity)

I hereby certify that the above translation complies completely with the original text written in Bosnian.

Translation log: 345-24

Sarajevo, 04 July 2024

Amira Dozo

Certified Court Interpreter for English

