



HSBC 2020 Gala Dinner TAKING SOUTHLAND TO THE WORLD & BEYOND



Southland Export Trust Grant Application Form

The focus of the Grant is to support export companies through the introduction of expansion, training, promotion, education, research and development within the sector

Please complete each section

CONTACT DETAILS (of applicant)

CONTACT NAME:

POSITION:

E-MAIL:

BUSINESS LOCATION (*physical address*):

POSTAL ADDRESS (*if different from above*):

PHONE:

MOBILE:

WEBSITE:

FACEBOOK:

ORGANISATION NAME

ORGANISATION NAME:

ORGANISATION LEGAL STATUS

REGISTERED COMPANY:

PARTNERSHIP:

SOLE TRADER:

OTHER:

YEARS IN BUSINESS:

GRANT DETAILS *(attach separate sheets if necessary)*

Briefly state what your organisation does (Maximum 200 words)

What would your organisation use the grant for? (Maximum 1000 words)

PROJECT FINANCIAL DETAILS

Is your organisation registered for GST?

- YES (please ensure the project budget below is GST exclusive)
 NO (please ensure the project budget below is GST inclusive)

Project Budget

| COSTS | |
|----------------------|--------|
| Expense | Amount |
| | |
| | |
| | |
| | |
| | |
| Total Budgeted Costs | \$ |

Sources of Funding/Fundraising

| Sources of Funding/Fundraising | | |
|---------------------------------------|--------|--------------------------|
| Raised to date from | Amount | |
| | \$ | |
| | | |
| | | |
| Still to be raised from | Amount | Date funding outcome due |
| Southland Export Trust Grant | \$ | |
| | | |
| | | |
| Total Funding | \$ | |

Please note that it is important that total costs equal total funding

Please confirm the amount you are requesting from the Southland Export Trust Grant?

Amount of Grant:

Total Budgeted Expenses (include more detailed budget if required):

REQUIRED DOCUMENTATION

Applicants must supply ONE of the following documents with their application:

- A letter from the organisation's Board Chair; OR
- A copy of the minutes requesting this grant be applied for: OR
- A letter from the organisation's accountant requesting this grant be applied for.

DECLARATION AND PRIVACY ACT 1993 AUTHORISATION

- This declaration and authorisation relates to information in this application that the Southland Export Trust may hold about your organisation now or in the future.
- We hereby declare that we are authorised to submit this application and that any grant received will be used for the purpose for which it was approved.
- We authorise the Southland Export Trust to use this information for the purposes of administration and consideration of this application.
- We authorise the Southland Export Trust to make any enquires of any third parties (which may involve discussing information contained in this application) in connection with this application.
- We hereby declare that the project has not been started or committed to.
- We hereby declare that the information provided in this application is true and factual.
- We authorise the Southland Export Trust to advertise or publish the name of our organisation and the amount of the grant approved if this application is successful, including disclosure of this information to other funding agencies.
- We acknowledge that we have read and understand the application criteria and that any application made to the Southland Export Trust does not guarantee the award of a grant, and that any decision made by the Southland Export Trust is final.

Name of contact person:

Signature of Contact:

Date:

This form MUST be signed by both contact persons from your organisation listed at the start of this application.

SUBMITTING YOUR APPLICATION FORM

Please ensure you can answer 'YES' to the following questions prior to signing your application:

CHECKLIST

I have answered all the sections:

- Applicant contact details
- Organisation Details.
- Grant Details.
- Project Financial Details
- Required Documentation is included
- Completed the declaration.
- Media Release information, photo, company logo and word doc

IMPORTANT DATES TO NOTE

| | |
|---------------------------------|-------------------------|
| 27 th July 2020 | Applications Open |
| 7 th September 2020 | Tickets for Dinner Open |
| 23 rd September 2020 | Applications Close |
| 13 th November 2020 | HSBC Export Gala Dinner |

THANK YOU FOR ENTERING

Thank you for completing this application form for the Southland Export Trust Grant 2020. Please return this form along with your attachments via post or email one copy of your completed form to:

Southland Chamber of Commerce
P O Box 856
Invercargill 9840
office@commercesouth.com

Applications close: Wednesday 23rd September 2020

PROUDLY BROUGHT TO YOU BY



PRINCIPAL SPONSORS



SILVER SPONSORS

