**KEMPS: Expression of Interest Form**

The following questions will be used to assess the suitability of applicant companies to be selected to participate in the **Kent Export Manager Pilot Scheme**.

By filling in the below form you are expressing an interest that you want to be considered for the KEMPS scheme.

The decision as to which companies will be selected for the grant funding as part of KEMPS will be jointly taken by Kent County Council and the Kent International Business (KIB) partners (including Kent Invicta Chamber of Commerce, Department for International Trade, and Enterprise Europe Network).

Successful applicants will be required to develop a more detailed activity plan for the export manager pilot with the support of the Kent International Business Partners.

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| Name of Company |  |
| Company address |  |
| Company website |  |
| Contact Person (name, email address, phone no.) |  |
| Number of employees |  |
| Brief description of your business |  |
| Please give details of your products/services and their suitability for international markets |  |
| Turnover:  2017:  2018:  2019: |  |
| Are you already exporting/ trading internationally or are you completely new to overseas trade? Please give details |  |
| Current main geographical markets for your products services (if applicable) |  |
| What is the production capacity of the company to fulfil a potential large overseas order? |  |
| What is your main target customer group? |  |
| How driven and committed is the company to entering /expanding into overseas markets? |  |
| Do you have an internationalisation/export strategy?  Please give details. |  |
| What are the main challenges your company faces with accessing international markets? |  |
| Are you currently making any use of any business & export support services e.g. support through Department for International Trade? |  |
| How would having an export manager in your business or working with an export consultant make a difference to your business? |  |
| Please give an overview of your export related challenge/project and what you would require the export manager to work on in order to tackle this challenge  *\*please be detailed in your overview & clearly explain the knowledge and expertise you need your export manager to have; this information will help the KIB partners support you with identifying the right export professional (if you require their support)* |  |
| How much do you anticipate your project costing? |  |

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| **Business Eligibility** | |
| No. of Employees less than 250 | YES / NO |
| Turnover (less than €50m) OR Balance Sheet (less than €43m) | YES / NO |
| Is more than 25% of the business owned by another company/group (some exemptions e.g. VC) | YES / NO |
| If YES to the above, do the consolidated accounts of the parent co. still meet the SME thresholds or other exemptions apply? (If Yes then ERDF eligible) | YES / NO / OR N/A |

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| **Data Protection Statement** |
| I confirm that I am happy for Kent County Council and the Kent International Business Partners to contact me to keep me informed about their business support programmes by □ Email □ Phone (please tick)  I acknowledge that I have the right to withdraw my consent for KCC to hold or process my personal information. Our Privacy Statement is available here: <https://www.kentinternationalbusiness.co.uk/privacy-policy/> |

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| **STATE AID NOTIFICATION AND DECLARATION** | | | | |
| In order to avoid public funding distorting competition within the European common market, the European Commission sets limits on the levels of assistance which the public sector can provide to businesses (“the State Aid rules”). The assistance provided to you from this project will comply with the State Aid rules by applying the **De Minimis exemption under EC Regulation 1407/2013**  Under the De Minimis exemption an undertaking can receive up to €200,000 of State Aid in a rolling three year period (the current financial year and the two previous financial years).  **Estimated Value of Assistance**  The estimated value of the aid you may expect to receive from this service is up to €10,000  If your application to the KEMPS scheme was successful, you would need to declare this amount to any other body who requests information from you on how much **De Minimis aid** assistance your business has received.  For the purposes of the relevant legislation, you must retain state aid information for ten years from the date on this form and be able to produce it on request by the UK public authorities or the European Commission. At the end of the period of support, if the value of state aid provided is different to the amount shown above, you will receive a follow-up letter confirming the actual value of aid you have received under the De Minimis exemption scheme, and you will be required to keep this letter for at least three years.  **Previous De Minimis Aid**  Please complete the table below with details of any previous De Minimis aid received in the last three years; this will help us to determine your eligibility to receive assistance. The declaration must then be signed by a director or authorised signatory. **Please enter NIL if no aid has been received**. If you are in any doubt as to whether previous assistance falls under the De Minimis exemption scheme, please check this with the funding provider. | | | | |
| Name of Provider | Date | Nature of Assistance and Country Granting Aid | Amount (£) | Amount (**Euros**) |
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