**Application form**

**of the Professor Hilary Koprowski Gdańsk Science and Technology Park**

**PART A *– BASIC DATA***

1. **DATA OF THE ENTITY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the company:** |  | | |
| **Address of the company** | **Street:** | | |
| **Premises:** | | |
| **Post code:** | | **City:** |
| **Contact person:** |  | | |
| **Position:** |  | | |
| **Phone no.:** |  | | |
| **E-mail:** |  | | |
| **Website:** |  | | |
| **First name and surname of the person(s) authorised to represent the Entity:** | |  | |
| **Address for deliveries** | **Street:** | | |
| **Premises:** | | |
| **Post code:** | | **City:** |

1. **PURPOSE OF APPLICATION**

|  |  |  |
| --- | --- | --- |
| **Renting of premises:** (*de minimis* aid) | Offices | m2: |
| Laboratory | m2: |
| Production | m2: |
| Additional information regarding the premises: | | |
| **Co-working space:** | Pomeranian Package | number of stations: |
| Special Package | number of stations: |
| Zone Package (*de minimis* aid) | number of stations: |

1. **PREVIOUS ACTIVITY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Core business:** | NAME / DESCRIPTION | CLASSIFICATION SYMBOL | |
|  | Polish Classification of Activity [PKD]: |  |
| **Date of commencement of the business activity:** |  | | |
| **Company size:** | micro small medium big | | |
| **Legal form:** |  | | |
| **Registry number:** |  | Tax Identification Number (NIP): |  |
| **Employment level** *- the number of employees corresponding to the number of annual work units [AWU] as at the day of this application* | **Total:** |  | |
| Employment contract: |  | |
| Civil-law contract: |  | |
| Management contract: |  | |
| Other: |  | |
| **Value of the  revenues and profits of the Entity**  *for the last closed financial year or, if there is no such data, the estimated values as at 31 December* |  | | |

1. **ADDITIONAL INFORMATION**

|  |  |
| --- | --- |
| **Please describe the potential benefits of the entity’s activities for:** | |
| 1. Other GSTP Rentees, 2. Local enterprises in the vicinity of GSTP, 3. Cities, 4. Voivodship. |  |
| **Please choose potential benefits of the cooperation with GSTP -** you may check more than one:  sharing knowledge within the framework of trainings that Park rentees are provided with  sharing business experience during study visits  sharing contacts and business support within the framework of networking at GSTP | |
| **Please list your successes, awards and honourable mentions:** | |

1. **WHAT INFORMATION ON THE ENTERPRISE SHOULD BE POSTED ON THE WEBSITE OF GDAŃSK SCIENCE AND TECHNOLOGY PARK?**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the company: |  | | |
| Industry – please choose from the options listed or add your own (you may check more than one): | | | |
| automatics  biotechnology  medicine | | energy  electronics  ICT | other  Specify: |
| Website address: |  | | |
| E-mail: |  | | |
| Phone no.: |  | | |
| Other information to be posted on the website (specify): |  | | |
| Logo of the entity- if you want the logo visible, attach it to the e-mail with the filled in form and send later along with the information that it is to be posted on the website of GSTP. | | | |
| **I do not consent** to the information on the entity being posted on the website of the Gdańsk Science and Technology Park | | | |

**PART B**

***REQUIRED WHEN SUBMITTING THE APPLICATION FOR OFFICE, LABORATORY OR PRODUCTION SPACE AND CO-WORK ZONE PACKAGE TO BE GRANTED***

1. **ACTIVITIES OF THE ENTERPRISE**

|  |  |
| --- | --- |
| **Entity’s category –** you may check more than one | |
| innovative enterprise\*  research and development enterprise\*\*  enterprise offering business support to entrepreneurs and innovative enterprises  other (specify the entity’s category) - … | |
| **Description of the primary innovation of the enterprises:** | |
| **INNOVATIONS** implemented over the last two years, along with information whether they constitute innovations in the enterprises, or regional, domestic or international market: | |
| **Product innovations** |  |
| **Process innovations** |  |
| **Marketing innovations** |  |
| **Organisational innovations** |  |
| ***\*Innovative activities*** *– pursuant to Article 2(1)(3) of the act of 30 May 2008 on certain forms of support for innovative activities (uniform text, Journal of Laws [Dz.U.] of 2019, item 1402), innovative activities consist in developing new technology and using it as the basis for producing new or significantly improved goods, processes or services.*  *\*\** ***Research and development activities*** *– pursuant to Articles 4a(26)-4a(28) of the act on corporate income tax and Article 5a(38)-5a(40) of the act on personal income tax (uniform text Journal of Laws [Dz.U.] of 2019, item 2200; uniform text Journal of Laws [Dz.U.] of 2019, item 2217) – refers to creative activities comprising scientific research or development works undertaken on a systematic basis, in order to increase knowledge resources and use them to create new applications;* | |
| **Has the entity received awards, certificates, patents and/or other documents confirming the innovative nature of the enterprise?** /if the answer is YES, please provide a short description/: | |

1. **PROFILE OF THE PLANNED UNDERTAKING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Profile and code of the planned activity:** | **NAME / DESCRIPTION** | | **CLASSIFICATION SYMBOL** | |
|  | | Polish Classification of Activity [PKD]: | |
| **Brief profile of the planned undertaking** |  | | | |
| 1. **Does the entity intend to apply for aid**   within the meaning of Articles 13, 14 and 15 of the act on supporting new investments; the application for aid constitutes Appendix 2 to the Resolution of the Council of Ministers of 28 August 2018 on public aid granted to some entrepreneurs for the purpose of implementing new investments Journal of Laws [Dz.U.] of 2018, item 1713). | | | | YES  NO |
| 1. **Potential effect of the undertaking  on increasing:** 2. innovative nature of technology 3. regional economy 4. supra-regional economy 5. domestic economy 6. international economy | |  | | |
| 1. **Will new and/or significantly improved products/services be implemented?** /if the answer is YES, please provide a short description/: | | | | |
| 1. **Does the undertaking involve R+D elements (research, development work)?  Does the entity plan to cooperate with the research personnel or scientific institutions within the framework of the planned undertaking?** /if the answer is YES, please specify/: | | | | |
| 1. **Does the Entity have appropriate experience and achievements to guarantee that the undertaking will be completed?** /if the answer is YES, please provide a short description/: | | | | |
| 1. **Does the Entity have personnel to guarantee that the undertaking will be completed?**   /if the answer is YES, please provide a short description/: | | | | |
| 1. **Will the planned undertaking result in new jobs being created?** /if the answer is YES, please provide a short description/: | | | | |
| 1. **Will the undertaking be conducted independently or in cooperation with other entities?** /if the answer is YES, please specify such entities/: | | | | |
| 1. **Will the undertaking exert positive effect on the protection of the natural environment?** /if the answer is YES, please provide a short description/: | | | | |
| 1. **Specify major competitors on the market:** | | | | |
| 1. **Specify target clients for the service/product:** | | | | |
| 1. **Describe financing for the undertaking:** | | | | |

**PART C *- REPRESENTATION***

1. Being informed of penal liability for making false representations, I hereby represent that the Entity mentioned hereinabove is not in arrears with payments for public and private entities, which means that the Entity:

is not in arrears with paying taxes to the Tax Authority,

is not in arrears with paying health and social insurance contributions to the Social Insurance Institution [ZUS],

is not listed in the National Debt Register.

1. I declare that I am authorised to represent the enterprises.
2. I represent that the information presented in the Form is correct.
3. I represent that I read the Rules and Regulations of Gdańsk Science and Technology Park and, in the case of applying for co-working space, the Rules and Regulations for using the CO-WORKING space, and I accept their provisions.
4. I agree to the processing of my personal data for information purposes as part of the qualification process for entities interested in conducting their activities at Gdańsk Science and Technology Park managed by Pomorska Specjalna Strefa Ekonomiczna sp. z o.o. [Pomeranian Special Economic Zone Ltd.]

1. The information indicated in this application form will be used by the PSEZ   
   solely for the purposes of deciding whether to qualify the entity for the Virtual Office of Gdańsk Science and Technology Park, for statistical purposes, and to verify the effectiveness of the PSEZ operations in the field of entrepreneurship support.
2. I read the Disclosure Requirements regarding GDPR at the end of this form.
3. I am aware of penal liability for providing false data or making false statements under Article 233(6) of the act of 6 June 1997 – the Criminal Code (Journal of Laws [Dz.U.] of 2018, item 1600, as amended).

|  |  |
| --- | --- |
|  |  |
| **Date of completing the form** *(dd.mm.rrrr)* | **Legible signature of the person(s) authorised to represent the Entity:** |

**GDPR Disclosure Requirements**

Pursuant to Article 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data repealing Directive 95/46/EC (General Data Protection Regulation), we inform that:

1. The controller of your personal data is Pomorska Specjalna Strefa Ekonomiczna Sp. z o.o. (the Pomeranian Special Economic Zone) with its registered office in Sopot (81-703) at ul. Władysława IV 9, entered into the Register of Enterprises by the District Court Gdańsk-Północ in Gdańsk, 8th Commercial Division of the National Court Register under KRS number 0000033744, NIP [Tax Identification Number] 5880019192, REGON [Statistical Identification Number] 190315182, the share capital of 376,603,000.00 PLN paid up in full
2. Every person who has made their personal data available has the possibility to verify, modify or delete them. Regarding the correspondence on the processing of personal data, please contact the Data Protection Officer at the PSEZ at the address [RODO@strefa.gda.pl](mailto:RODO@strefa.gda.pl)
3. We collect your personal data only for the purpose of implementing the rental agreement.
4. The personal data is processed in compliance with legal regulations, in particular, the Personal Data Protection Regulation.
5. Your data may be transferred to entities that the Controller cooperates with to implement its objectives, e.g. entities responsible for the IT infrastructure, entities providing advisory or legal services, and under the provisions of law (e.g. upon the request of state authorities authorised under the provisions of law, for the purposes of their proceedings or actions taken in relation to security or defence, for the purposes of legally defined tasks carried out for the public good. Your personal data will not be transferred to a third country / international organisation.
6. Your personal data will be processed for the time necessary to perform the agreement and after its completion for a period of 5 years.
7. You have the right to access your data and to rectify, delete, limit processing, right to transfer the data, right to object, right to withdraw your consent at any time without affecting the legality of processing, which was made on the basis of your consent before its withdrawal.
8. You have the right to submit a complaint to a supervisory authority - the President of the Office of Competition and Consumer Protection.
9. The provision of personal data is necessary for the conclusion of the rental agreement, and if you fail to do so, it will render the conclusion of the rental agreement impossible.