

Formal Requirements

ESA General Application Requirements:

- The Applicant's product or service is based on a transfer of space technology to, and/or utilisation of a space system in a non-space environment.
- The Applicant will sell and deliver innovative products, processes or services (advice is excluded) for his own account and risk.
- The Applicant's first registration at a chamber of commerce has taken place no longer than 5 years (3 years in Bavaria) prior to submission of Applicant's proposal to the Agency.

A copy of the registration with the Chamber of Commerce shall be enclosed with this application

- In case the Applicant has legal personality, the Applicant does not form part of a group at the time of submission of the Applicant's proposal to the Agency. This means that no less than half the issued capital is owned – directly or indirectly – by the authorised representatives applying on behalf of the Applicant. In case the Applicant is a legal entity without legal personality, the Applicant is a fully authorised general partner.
- The Applicant does not conduct business activities promoting, or being related to, alcohol, tobacco, religion, politics, intolerance, violence, firearms, pornography, obscenity, gambling or illegal drugs.
- The authorised representative of the Applicant must become a resident of Bavaria before starting with incubation.
- The Applicant shall provide a copy of an official identity form.
- The Applicant is able to communicate in English.
- Shareholders of the company in question are:

(1) _____ (_ %) (2) _____ (_ %)

(3) _____ (_ %) (4) _____ (_ %)

- The Applicant states that the terms and conditions of the draft incubation contract and the draft rental agreement are accepted without any reservations.
- The Applicant states not to be hosted in another business incubator – or entity or organization providing similar support for the duration of the incubation contract.
- Company headquarters to be located at the offices of ESA BIC Bavaria:
Oberpfaffenhofen: Friedrichshafener Str. 1, 82205 Gilching
Nuremberg: Nordostpark 93, 90411 Nürnberg
Berchtesgadener Land: c/o Techno-Z, Sägewerkstraße 3,
83395 Freilassing
- The total amount of de minimis aid (such as subsidies, holdings, loans, and bonds) may not exceed €200,000 over a period of three years.
- Funding is linked to work packages within the incubation project only.

- The funding is granted in net amounts (not including VAT).
- The information provided in the application and in the supplementary data sheet is binding and forms the basis of the funding granted. Any changes in this information must be reported immediately and are subject to approval.
- The Applicant is liable for any misrepresentation in his BAP and is subject to recourse in case one of the parties to this Open Call suffers damages as a direct result of the misrepresentation.

Application Requirements Specific to ESA BIC Bavaria:

- The Applicant shall register with a German chamber of commerce as a German legal entity at the first stage of the business incubation
- Cash incentives of the Bavarian Ministry of Economic Affairs
 - o The company in question must be a small or midsize enterprise (SME).
 - o Companies that are not considered SMEs within the meaning of the E.U. definition shall not own more than 25% of the company filing the application
 - o ANBest-P
The General Supplementary Provisions on Project Subsidies (Allgemeine Nebenbestimmungen für Zuwendungen zur Projektförderung, ANBest-P) from 1 May 2012 constitute an essential component of the approval notification process.
 - o Subsidies may not be transferred to third parties.
 - o The Bavarian State reserves the right to make changes to the conditions, and addenda if required for the execution of its overall plan.
- Local conditions of the Loan Scheme from Local Bank
 - o For the loan agreement, a document of self-disclosure for the bank and a signed loan application are required.
 - o A credit report must be completed.