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| **The Recycling Fund (Enterprise Support Programme) – Checklist of Supporting Documents Required for Application** |
| Please put a “√” in the appropriate boxes to indicate that copies of the relevant documents will be submitted together with this Application to the Recycling Fund Secretariat. |
| [ ]  | Appendix I - Agreement on safeguarding national security (Please refer to section 2 of “Guide to Application (Enterprise Support Programme)”  |
| [ ]  | Copy of the Business Registration Certificate of the Applicant (if applicable) |
| [ ]  | Copy of documentary proof, other than Business Registration Certificate, of being registered under the laws of Hong Kong (if applicable) |
| [ ]  | Copy of the documentary proof of the owners/shareholders of the Applicant |
| [ ]  | Copy of the documentary proof of substantive business operations in Hong Kong and recycling related activities as stated in Items 10 to 11 under Section A of this Application Form |
| [ ]  | Copy of the documentary proof of the financial information |
| [ ]  | Copy of the documentary proof of the annual turnover last year |
| [ ]  | Appendix II - Curriculum Vitae of the project coordinator, deputy project coordinator, key management and technical staff of the project team |
| [ ]  | Copy of the Applicant’s past record of applications (if applicable) |
| [ ]  | Copy of the documentary proof in support of the stated baseline quantity of recyclables currently processed (if applicable) |
| [ ]  | Copy of the documentary proof in support of the budget plan (such as quotations for the proposed project) |
| [ ]  | Others:  |