



# NEIS (New Enterprise Incentive Scheme)

## Application Form

Complete all sections of this application and bring it in person to the information session (as per dates advised in covering letter). This form is crucial in your acceptance to the program, and **all** entries have to be filled in: incomplete forms are automatically rejected. If you're unsure about anything, contact us *before* submitting this in.

All information provided in this form will be treated as strictly confidential and will not be passed on to other agencies without your written approval.

Please write clearly. Attach any information that could help us better understand your business idea.

**Business Idea:**

\_\_\_\_\_

Sole Trader (on your own)  Partnership  Company

If you have a potential business partner, are they eligible for NEIS? Yes  No

Your name: \_\_\_\_\_ D.O.B \_\_\_\_/\_\_\_\_/\_\_\_\_

Partner's name (if applicable) \_\_\_\_\_ D.O.B \_\_\_\_/\_\_\_\_/\_\_\_\_

Your Job Seeker's I.D. \_\_\_\_\_ Partner's (if applicable): \_\_\_\_\_

Address : \_\_\_\_\_

Phone : \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Designated Job Network Member : \_\_\_\_\_



**The business proposal (N.B. all questions have to be answered)**

1. Explain in detail your business concept.

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2. What research have you done, and what have you found out?

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3. How will your product/service be *better, different, or meet an unmet demand?*

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4. Who will be your typical customer, and why?

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5. How do you plan to market your product/service?

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6. Where is your market located/how far will you travel? Where will you be based?

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7. What equipment do you already own and what is its worth?

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Total Cost \_\_\_\_\_

8. What do you still need to purchase for the business, and what does it cost? Will you need to borrow money? If so, you *must* include proof that you can obtain it.

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Total Cost \_\_\_\_\_

9. Have you trialled the business in any way (eg. selling trial products or services)? Please provide details.

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10. Have you operated your own business before?  
If so (a) what was it's nature, (b) is it still operating and if it isn't, why did it cease, and (c) was government support obtained in establishing it?

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11. What (a) training & education, and (b) skills & experience do you (and your partner if you have one) have that could be used, directly or indirectly, in running your proposed business?

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12. Any further comments you would like to make to support your application?

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13. Has anyone helped you out with this form? If yes, whom?

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**I certify that the information that I have supplied on this form is complete and correct to the best of my knowledge and I acknowledge that false information may lead to refusal, suspension or termination of NEIS Assistance.**

**Your Signature:**

**Date:**

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# NEIS APPLICATION: FINANCIAL STATEMENT

ASSETS		LIABILITIES	
Cash available	\$ .....	Bills unpaid	\$ .....
Bonds and shares	\$ .....	Personal loans	\$ .....
Surrender value of life policies	\$ .....	Balance owing under lease contracts	\$ .....
House	\$ .....	Still owed on house	\$ .....
Other real estate	\$ .....	Bankcard	\$ .....
Furniture	\$ .....	Credit cards	\$ .....
Personal effects	\$ .....	<i>Other (specify)</i>	\$ .....
Vehicle(s)	\$ .....	<i>Other (specify)</i>	\$ .....
Superannuation	\$ .....	<i>Other (specify)</i>	\$ .....
<i>Other (specify)</i>	\$ .....		
<i>Other (specify)</i>	\$ .....		
<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ -</b>

**ASSETS - LIABILITIES =**

| **\$**

I certify that the above information is correct as at the date stated: \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNED: .....