

### WORKSHOP APPLICATION FORM

**Note: Please remember to tick the workshop of your choice:-**

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| **1. APPLICANT DETAILS** |

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| **Applicants Name:** |  |
| **Contact Person:** |  |
| **Date of Birth:** |  |
| **Address:** |  |
| **Tel. Number:** |  |
| **Fax Number:** |  |
| **E – Mail Address:** |  |
| **Website Address:** |  |

**Are you:**

1. **Already in Business**  **2.** **Thinking about Starting Up**

**Status of Enterprise (please tick)**

* **Sole Trader**
* **Partnership**
* **Limited Company**
* **Community Organisation**
* **Pre-Start-Up**

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| **2. BACKGROUND AND BUSINESS HISTORY** |

**Please give details of your own background, education and experience.**

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| **3. BUSINESS DETAILS** |

Please give details of business e.g. type, length of time in business etc.

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| **4. PRODUCT OR SERVICE:** |

**Please describe in detail the product or service**

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**Are your products or services fully developed?**  Yes No

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| **5. NUMBERS EMPLOYED IN BUSINESS** |

**Current Employment**

|  |  |  |  |
| --- | --- | --- | --- |
| Full – Time |  | Part – Time |  |

**Proposed Employment**

|  |  |  |  |
| --- | --- | --- | --- |
| Full – Time |  | Part – Time |  |

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| **6. GRANT AID** |

**Indicate if grant aid has been provided for your project. Yes No**

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| --- | --- | --- |
| By Whom |  | |
| Date Received |  | |
| 7. PLEASE INDICATE THE WORKSHOPS YOU ARE APPLYING FOR | |

**N.B. this application must be accompanied by the relevant workshop fee indicated below. All workshop fees are non-refundable.**

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| **Workshops** | **Please tick workshop you wish to attend** | **Workshop Fee** |
| Effective Preparation for trade shows |  | **€20** |

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| **7. DECLARATION** |

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| I hereby declare that the above information and details are true and accurate to the best of my knowledge and belief and I make this application on the basis of the information provided. | | | |
| Signed: |  | Date: |  |
|  | Applicant |  |  |

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| Applications should be submitted to:  HEAD OF MAYO ENTERPRISE,  LOCAL ENTERPRISE OFFICE MAYO,  CEDAR HOUSE – TOP FLOOR,  MONEEN, CASTLEBAR, COUNTY MAYO | |
| TEL: **094 9047555** | E – MAIL:  marycostello@leo.mayococo.ie   WEBSITE: www.localenterprise.ie/mayo |

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