**Up Your Game Matchmaking Event**

**Non-UK Delegate Travel Assistance Grant Application Form**

Grant assistance is available for non-UK based Small & Medium Sized Enterprises ( SMEs) registered to take part in the “**Up Your Game” Global Creative Industries Matchmaking Event**, to be held at the Science & Media Museum in Bradford, UK, on 7th – 8th February 2019.

The grant is offeredtowards the travel and accomodation costs of **one** delegate per SME and will be paid once actual attendance at the event is confirmed and copies of relevant invoices / receipts are supplied, together with a completed claim form. The grant will be a maximum of £250.00 per company.

To apply for a grant, please complete all the sections below. If there are any queries, please contact your local Enterprise Europe Network partner in the first instance.

**Company details:**

|  |  |
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| **Company name:** |  |
| **Delegate name:** |  |
| **Company address:** |  |
| **Town and postcode:** |  |
| **Country:** |  |
| **Telephone number:** |  |
| **Mobile number:** |  |
| **E-mail address:** |  |
| **Website:** |  |

**Eligibility criteria:**

□ I confirm that my company is an SME (employing less than 250 staff and with a turnover of less than € 50 m or a balance sheet of less than € 43 m).

□ I confirm that the company is based outside the UK.

□ I confirm that the above-mentioned delegate has registered a profile on the “**Up Your Game”** B2Match platform and submitted a request for at least one meeting.

□ I confirm that the above-mentioned delegate has purchased a Games Pass for the Yorkshire Games Festival.

**Declaration:**

You are being offered this assistance under the European Commission’s State Aid Regulations (“De Minimis”, Regulation (EC) No 1407/2013 of 18 December 2013. See [De Minimis](http://ec.europa.eu/competition/antitrust/legislation/deminimis.html)). This allows a company to receive up to €200,000 (at applicable exchange rate) of state aid over a rolling three-year period and you are required to confirm that this amount has not been exceeded. If you are unsure about this matter, please contact your local EEN representative.

I hereby apply for a grant (max £250.00) towards travel and / or accommodation costs in respect of the above-mentioned delegate’s participation in the “**Up Your Game”** matchmaking event in Bradford, UK on 7th – 8th February 2019. I declare that the amount of De Minimis aid received by the company / organisation over the last three fiscal years, including the grant applied for, does not exceed €200,000. I understand that the grant will be payable only on actual participation in the event (which will be confirmed by event staff on the day) and submission of an grant claim form with accompanying invoices to evidence the expenditure.

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| --- | --- |
| Signed: |  |
| Job Title: |  |
| On behalf of (company name): |  |
| Date: |  |

A signed copy of this application must be sent to **contact@enterprise-europe.co.uk** no later than **01.02.2019**. You will be notified by email if are eligible and an additional claim form will be sent to you. Deadline to send in the claim form with relevant invoices / receipts is **15.02.2019.**