**Attachment 3**

**DECLARATION OF THE LEGAL REPRESENTATIVE PROVIDING INFORMATION THAT**

**QUALIFIES THE COMPANY AS AN SME**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| The undersigned |  | | | Tax Code | | |  |
| born |  | | | | on | |  |
| as legal representative of | | |  | | | | |
| with legal office in | |  | | address | |  | |
| with registered office in | | *(do not fill out if the same as legal office)* | | address | | *(do not fill out if the same as legal office)* | |
| Tax Code | |  | | VAT No. | |  | |
| Certified email | |  | |

- whose company is the applicant for the subsidy related to the audiovisual work \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ and whose application was submitted on \_\_\_\_\_\_\_\_\_ under the public notice “**Apulia Film Fund**;”

**D E C L A R E S**

the company to fall within the business size:

micro small medium

based on the data provided in the attached sheets, (place an X) as indicated below:

*Sheet 1: Information related to the calculation of the company size*

*Sheet 2: Overview for calculating data of associated or affiliated companies*

*Sheet 3: Summary sheet of data related to associated companies*

*Sheet 3A: Partnership sheet for each associated company*

*Sheet 4: Sheet of affiliated companies - 1*

*Sheet 5: Sheet of affiliated companies - 2*

*Sheet 5A: Affiliation sheet*

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ALTTACHMENT 3 -** **Sheet 1**

**INFORMATION RELATED TO THE CALCULATION OF THE COMPANY SIZE**

**1. Identification data of the company**

Company or business name:

Address of registered office:

Registration No. of the company:

**2. Type of business**

Tick the box(es) related to the situation of the applicant company:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Independent company | In this case, the data reported in point 3 is derived from accounts of the applicant company |
|  |  | Associated company | In such cases, the data reported in point 3 is derived from information provided in the respective detailed statements referred to in Sheets 2,3,4 and 5 |
|  |  | Affiliated company |

**3. Data required for the calculation of business size**

Reference period (1): \_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
|  |  |  |  |
|  |  |  |  |

(\*) enter entire amount in euros

- "Turnover" refers to item A.1 of the income statement prepared in accordance with current provisions of the Civil Code;

- "Balance sheet total" refers to the total assets on the balance sheet.

**4. Size of company**

Based on the data in item 3, tick the box for the size of the applicant company:

* micro company
* small company
* medium company
* large company

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) The reference period shall be the last two accounting periods closed and approved prior to the signing date of the application for a subsidy; for companies exempted from keeping regular accounting records and/or preparing financial statements, the aforementioned information shall be derived, in regards to turnover, from the last filed income tax return and, with regards to assets, to be based on the statement of assets and liabilities prepared in accordance with the criteria set forth in Presidential Decree no. 689/74 and in accordance with art. 2423 et seq. of the Civil Code. For companies for which on the signing date of the application for subsidy, the first balance sheet has not been approved or, in the case of companies exempted from keeping regular accounting records and/or preparing financial statements, the first income tax return has not been filed,then only the number of employees and the balance sheet total resulting on the same date shall be considered.

**ATTACHMENT 3 - Sheet 2**

**OVERVIEW FOR CALCULATING DATA OF ASSOCIATED OR AFFLIATED COMPANIES**

**Calculation of data for associated or affiliated companies**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference period (1): | | | |
|  | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
| 1. Data (2) of the applicant company or consolidated accounts [carried over from Table 1 of Sheet 4] |  |  |  |
| 2. Data (2) of all (if any) associated companies (carried over from the summary table in Sheet 3) aggregated proportionally |  |  |  |
| 3. Sum of data (2) of all (if any) affiliated companies not included through consolidation on row 1 [carried over from Table A of Sheet 5] |  |  |  |
| Total |  |  |  |

(\*) In thousands of euros

The results of the "Total" line should be reported in item 3 of the table on information related to the calculation of the company's size (Sheet 1)

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) The data must relate to the last two accounting periods closed and approved prior to the signing date of the application for a subsidy; for companies exempted from keeping regular accounting records and/or preparing financial statements, the aforementioned information shall be derived, in regards to turnover, from the last filed income tax return and, with regards to assets, to be based on the statement of assets and liabilities prepared in accordance with the criteria set forth in Presidential Decree no. 689/74 and in accordance with art. 2423 et seq. of the Civil Code. For companies for which on the signing date of the application for subsidies, the first balance sheet has not been approved or, in the case of companies exempted from keeping regular accounting records and/or preparing financial statements, the first income tax return has not been filed,then only the number of employees and the balance sheet total resulting on the same date shall be considered.

(2) The data of the company, including employment data, are derived from the accounts and other data of the company or, if available, from the consolidated accounts of the company or consolidated accounts in which the company is incorporated through consolidation.**ATTACHMENT 3 - Sheet 3**

**SUMMARY SHEET OF DATA RELATED TO ASSOCIATED COMPANIES**

For each company for which the "partnership sheet" has been filled out, [one form for each company associated with the applicant company and for companies associated with any affiliated companies, whose data are not yet included in the consolidated accounts], the data in the corresponding "associated" table should be shown in the summary table below:

**Summary table**

|  |  |  |  |
| --- | --- | --- | --- |
| Associated company  (indicate name) | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
| l) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |
| 5) |  |  |  |
| 6) |  |  |  |
| 7) |  |  |  |
| 8) |  |  |  |
| 9) |  |  |  |
| 10) |  |  |  |
| …) |  |  |  |
| Total |  |  |  |
|  |  |  |  |
|  |  |  |  |

(\*) In thousands of euros

The data shown in the "Total" line of the summary table should be carried over to line 2 (concerning associated companies) of the table in Sheet 2 relating to the overview for calculating the data of associated or affiliated companies.

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ATTACHMENT 3 - Sheet 3A**

**PARTNERSHIP SHEET FOR EACH ASSOCIATED COMPANY**

**1. Identification data of the associated company**

Company or business name:

Address of registered office:

Registration No. of the company:

**2. Data related to employees and financial parameters of the associated company.**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference period (1): | | | |
|  | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
| 1. Gross data |  |  |  |
| 2. Gross data for any companies affiliated with the associated company |  |  |  |
| 3. Total gross data |  |  |  |

(\*) In thousands of euros

**Note**: Gross data is derived from the accounts and other data of the associated company, consolidated if available in that form, to which 100% of the data from companies affiliated with the associated company are added, unless the data of the affiliated companies are already included through consolidation in the accounts of the associated company. In the case of companies affiliated with the associated company, whose data is not included in the consolidated accounts, fill out Sheet 5A for each of them and report the data on Sheet 5; the total data resulting from Table A of Sheet 5 must be reported in the table referred to in point 2.

**3. Proportional calculation**

a) Indicate precisely the percentage of shareholding(2) held by the applicant company (or the associated company through which there is a relationship with the associated company), in the associated company that is the subject of this sheet: ....%

Also indicate the percentage of shareholding(2) held by the associated company covered by this sheet in the applicant company (or in the associated company): ....%.

b) Of the two percentages above, the higher one should be taken into consideration: this percentage is applied to the total gross figures shown in the table in point 2 above. The percentage and the result of the proportional calculation(3) should be shown in the table below:

**Table «associated»**

|  |  |  |  |
| --- | --- | --- | --- |
| Percentage: . . .% | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
| Proportional results |  |  |  |

(\*) In thousands of euros

The above data must be reported in the summary table of Sheet 3.

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(1) The reference period shall be the last two accounting periods closed and approved prior to the signing date of the application for a subsidy; for companies exempted from keeping regular accounting records and/or preparing financial statements, the aforementioned information shall be derived, in regards to turnover, from the last filed income tax return and, with regards to assets, to be based on the statement of assets and liabilities prepared in accordance with the criteria set forth in Presidential Decree no. 689/74 and in accordance with art. 2423 et seq. of the Civil Code. For companies for which on the signing date of the application for subsidy, the first balance sheet has not been approved or, in the case of companies exempted from keeping regular accounting records and/or preparing financial statements, the first income tax return has not been filed,then only the number of employees and the balance sheet total resulting on the same date shall be considered.

(2) The highest percentage in terms of share of capital or voting rights should be considered. To this, the percentage of shareholding held in the same company by any other affiliated company, should be added. The percentage should be given in whole numbers, removing decimal points.

(3) The result of the proportional calculation must be expressed in whole numbers plus two decimals (removing any additional decimals) for the “employees” column and in thousands of euros for the “turnover” and “total balance” columns (removing the hundreds of euros).

**ATTACHMENT 3 - Sheet 4**

**SHEET OF AFFILIATED COMPANIES - 1**

*(TO BE FILLED OUT IN CASE THE APPLICANT COMPANY PREPARES CONSOLIDATED ACCOUNTS OR IS INCLUDED THROUGH CONSOLIDATION IN THE CONSOLIDATED ACCOUNTS OF ANOTHER AFFILIATED COMPANY)*

**Table 1**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
| Total |  |  |  |

(\*) When the number of employees of a company is not reflected in the consolidated accounts, it is calculated by summing up all the employees of all the companies to which it is affiliated.

(\*\*) In thousands of euros

The data shown in the "Total" row of Table 1 should be carried over to row 1 of the statement for calculating the data of associated or affiliated companies (Sheet 2).

|  |  |  |
| --- | --- | --- |
| Identification of companies taken over through consolidation | | |
| Affiliated company (name) | Address of legal office | Registration No. of the company |
| A. |  |  |
| B. |  |  |
| C. |  |  |
| D. |  |  |
| E. |  |  |

**Please note:** Any associated companies of an affiliated company not included through consolidation must be treated as direct associates of the applicant company. Therefore, Sheets 3A and 3 must also be filled out

**Please note**: The data for companies affiliated with the applicant company are derived from their accounts and other data, consolidated if available in that form. Proportionally, the data of any associated company of these affiliated companies, located immediately upstream or downstream from them, are added, if not already included through consolidation.

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ATTACHMENT 3 - Sheet 5**

**SHEET OF AFFILIATED COMPANIES - 2**

*(TO BE FILLED OUT IN CASE THE APPLICANT COMPANY OR ONE OR MORE AFFILIATED COMPANIES DO NOT PREPARE CONSOLIDATED ACCOUNTS OR ARE NOT INCLUDED THROUGH CONSOLIDATION)*

**FOR EACH AFFILIATED COMPANY (INCLUDING THOSE ASSOCIATED THROUGH OTHER AFFILIATED COMPANIES), COMPLETE AN "AFFILIATION SHEET" (Sheet 5A) AND PROCEED TO TOTAL THE DATA FOR ALL AFFILIATED COMPANIES BY FILLING OUT TABLE A.**

**Table A**

|  |  |  |  |
| --- | --- | --- | --- |
| Company  (name) | Employees (AWU) | Turnover (\*) | Balance sheet total (\*) |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |
| Total |  |  |  |

(\*) In thousands of euros.

The data indicated in the "Total" row of the above table must be reported to row 3 (concerning affiliated companies) of the table for calculating data of associated or affiliated companies (Sheet 2), or if they are affiliated companies of associated companies, they must be reported to row 2 of the table in item 2 of Sheet 3A.

**Please note**: The data for companies affiliated with the applicant company are derived from their accounts and other data, consolidated if available in that form. Proportionally, the data of any associated companies of these affiliated companies, located immediately upstream or downstream from them, are added, if not already included through consolidation.

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ATTACHMENT 3 - Sheet 5A**

**AFFILIATION SHEET**

*(TO BE FILLED OUT FOR EACH AFFILIATED COMPANY NOT INCLUDED THROUGH CONSOLIDATION)*

**1. Identification data of the company**

Company or business name:

Address of registered office:

Registration No. of the company:

**2. Employee data and financial parameters**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference period (1): | | | |
|  | Employees (ULA) | Turnover (\*) | Balance sheet total (\*) |
| Total |  |  |  |

(\*) In thousands of euros.

The data should be reported in Table A of Sheet 5.

**Please note**: The data for companies affiliated with the applicant company are derived from their accounts and other data, consolidated if available in that form. Proportionally, the data of any associated companies of these affiliated companies, located immediately upstream or downstream of these, are added if they have not already been included in the consolidated accounts(2). These associated companies must be treated as direct associates of the requesting company, and therefore, Sheets 3A and 3 must also be completed.

Place / date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(2) If the data related to a company is included in the consolidated accounts at a percentage lower than that specified in article 3, paragraph 4, it is advisable to apply the percentage established by that article regardless.