Checklist of financial documents to be submitted with the application

Your project application will immediately be declared inadmissible if any of the following elements are missing:

- The completed "Enterprise Size Determination" template, including the annual accounts of all foreign enterprises concerned that form part of the detailed block diagram.
- For an undertaking in difficulty (UID) and a start-up (less than 3 years old): a completed cash flow plan using the VLAIO format. To assist the applicant, this link https://www.vlaio.be/nl/media/video/kasstroomplan-bij-de-aanvraag-van-een-vlaio-subsidie refers to the demonstration video (only in Dutch).
- For an undertaking in difficulty[1]: a detailed UID remediation plan containing at least the following elements: how the UID status will be remedied[2], and the projected balance sheet and income statement (including appropriation of the result) after the UID remediation.

Your project application will also be declared inadmissible if the additional information requested by the financial adviser is not provided within 5 working days[3].

[1] Enterprises that have recently remedied their UID status, where this cannot be inferred from the most recently filed annual accounts, must provide with their project application either the final annual accounts that have not yet been filed, or certified interim figures (balance sheet and income statement) that are no more than 3 months old at the time the project application is submitted. The certification must be carried out by a statutory auditor or a (certified) ITAA accountant and must be worded as follows: "I hereby declare on my honour that the interim result for the period from xx.xx.xxxx to yy.yy.yyyy and, where applicable, a capital transaction during this period amounting to EUR xxx, has/have been correctly presented in the equity of the interim financial statements as at yy.yy.yyyy. This certification was drawn up on xx.xx.xxxx." In the event of a capital transaction, the notarial deed relating to the capital transaction through which the UID status was remedied must also be provided.

[2] In the event of a capital transaction: state the (expected) amount and the (expected) timing.

[3] Unless explicitly stated otherwise by the financial adviser