

TRADE FAIR/EXHIBITION SUPPORT SCHEME 2007

This scheme will make provision for financial assistance, up to €1,000 or 50% of the actual cost of providing the stand, whichever is the lesser. The above limit will apply to each grantee on an annual basis (i.e. no applicant may receive more than €1,000 in 2007).

STANDARD/ MINIMUM CONDITIONS

1. The Trade Fairs/Exhibitions Support Scheme will be confined to qualifying micro-enterprises (employing at least one person on a full-time basis and not more than 10 employees).
 2. The approval of the Board must be obtained before the date of the actual show/exhibition.
 3. Financial support shall not be provided retrospectively and expenditure incurred prior to date of approval is ineligible for grant aid purposes.
 4. The applicant will expend an amount net of VAT on taking a stand at an approved show as detailed in the Letter of Offer and Schedule of Investment.
 5. The grantee shall submit evidence of exhibiting or attending at the approved show together with vouched expenditure, duly receipted.
 6. All claims for payment must be accompanied by original invoices and proof of payment. Proof of payment will include a copy of the cheque or copy of the relevant bank statement together with a receipt from the organisers.
 7. The applicant shall participate in whatever training initiatives that shall be deemed appropriate from time to time by the Cavan County Enterprise Board
 8. Applications should incorporate all Trade Fairs for participation in 2007 as multiple applications will not be accepted.
 9. Qualifying Trade Fairs/Exhibitions will exclude shopping centres, local craft fairs/shows/exhibitions where subsidised space is being made available and priority will be given to national events where the Board previously provided stands for sharing by a number of qualifying enterprises.
 10. All applications must be accompanied by a schedule of costs from the Exhibition/Trade Fair organisers.
 11. Only direct costs associated with renting space, a stand or other direct costs from the Trade Fair/Exhibition organisers is eligible. Note: Own labour will not qualify for assistance.
 12. As this scheme applies to 200 only, the approved sum must be drawn down on or before **30th November 2007**.
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