1. **I/We** hereby request the Caribbean Development Bank (CDB) to provide **me/us** with technical assistance in carrying out the services described below (the Services) and submit herewith **my/our** cheque for $................. (a subsidised fee) on the understanding that:

(i) Subject to sub‑paragraphs (ii) and (iii) of this paragraph, CDB will engage someone with sufficient capability (the Resource Person) as an independent contractor, to carry out the Services on **my/our** behalf and require the Resource Person to carry out the Services with the highest professional integrity;

(ii) This amount shall be refunded to **me/us** only in the event that this application is refused or CDB cannot identify a Resource Person to carry out the Services within three (3) months from the date of this application; and

(iii) CDB may at any time refuse this application without assigning any reason for its refusal.

2. **I/We** hereby declare and agree that:

(i) the information set out below is true and complete;

(ii) should a change occur in the information set out below or in **my/our** condition or **I/we** become aware that any such information is incorrect **1/we** will submit to CDB and the Resource Person such further information as CDB or such Resource Person may require for carrying out the Services;

(iii) the Resource Person shall be entitled to enter any lands, buildings, erections or other facilities (the Facilities) occupied by **me/us** and to examine, repair, put together, construct, commission and do any other work to the Facilities and any plant machinery and equipment as may be necessary in carrying out the Services;

(iv) **I/We** will provide all ground transportation for the Resource Person as well as all labour, tools, materials, utilities and other inputs as may be necessary for carrying out the Services;

(v) CDB shall not be liable for any loss, damage, death or injury caused to **me/us** or to third parties by any negligence, omission or default attributable to the Resource Person while carrying out the Services;

1. the Resource Person will not be acting as the agent of CDB and any recommendations, opinions, views or other statements made during the course of the engagement of the Resource Person or contained in any reports or other documents prepared by the Resource Person in connection with the Services do not necessarily reflect the position, opinion or views of CDB; and
2. a copy of the Resource Person’s report on this intervention be sent to the local Coordinating Agency.

Dated this day of , 2017

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of applicant or Authorised

Signatory on behalf of the Applicant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office Title

**INFORMATION SHEET**

**NAME OF ENTERPRISE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Address:

Country

Telephone No.: Mobile No.:

Fax: E-Mail/Web Page

**ENTERPRISE REPRESENTATIVE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OFFICE TITLE:**

**PRODUCTS/SERVICES**:

**OPERATION PLANNED OR IN EXISTENCE**:

**OWNERSHIP:** Male ❑ Female❑

**SIZE OF OPERATION:**

(i) Number of Persons Employed: \_\_\_\_\_\_\_\_\_\_\_\_ Males ( ) Females ( )

(ii) Estimated Investment (equipment and buildings) (US$): ­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(iii) Estimated Total Annual Sales (US$): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(iv) Estimated Total Annual Operating Costs (US$): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**LEGAL STATUS:** Incorporated**:** Yes ❑ No ❑

Registered Business Name: Yes ❑ No ❑

**(Attach supporting documentation)**

**DESCRIPTION OF OPERATION:**

**BACKGROUND OF ENTERPRISE/APPLICANT:**

**ASSISTANCE BEING REQUESTED:**