

# Financial Assistance Scheme - Payment Claim Form

Please complete in BLOCK CAPITALS and in black ink, before returning to:

Enterprise Support Team, Department for Enterprise, 1st Floor, St George's Court, Upper Church  
Street, Douglas, IM1 1EX

T: +44 1624 687333

E: [enterprisesupport@gov.im](mailto:enterprisesupport@gov.im)

The Enterprise Support Team can provide you guidance regarding eligibility, ensuring you receive all the support available to you to grow your business.

This form must be completed when a claim is made for financial assistance previously agreed to in principle by Government. The claim hereby made must be supported by original invoices, receipts or certified statement in respect of each item of expenditure detailed below.

## Section 1: To be completed by ALL applicants

Business Name			
Address			
Post Code			
Direct Dial		Mobile	
E-mail			
Vat Number		Tax Number	

## Section 2: Financial Assistance Scheme

Offer Letter date: |   /   /   |

Type of Grant	Total Expenditure Approved (£)	Approved (%)	Grant Approved (£)
Building			
Plant and Machinery			
First Year Expenses			
Training			
Marketing			
Rent Reduction			
Relocation Incentive			
Other (Please state)			
Total			

## Section 3: Number of Employees

Full time:	Part time:
Seasonal:	Other:
Other (please specify):	
Seasonal (please specify):	

## Section 4: Type of grant and expenditure details

Type of Grant	Total Expenditure for enclosed invoices (£)	Approved (%)	Payment Requested (£)
Building			
Plant and Machinery			
First Year Expenses			
Training			
Marketing			
Rent Reduction			
Relocation Incentive			
Other (Please state)			
<b>Total</b>			

Please indicate if this is the last claim on this offer? Yes / No

For further claims please provide, if possible, the next approximate claim date: |     /     /     |

## Section 5: Plant and Machinery Declaration

Date P&M Received: |     /     /     |

Please confirm that the plant and machinery (if applicable), has been received, Is in satisfactory condition and is located at the place of business on the Island. Yes / No

## Section 6: Declaration

I hereby apply to the Isle of Man Government for financial assistance as detailed above.

I certify that the expenditure detailed, in respect of which Government financial assistance is now being claimed, is in accordance with the scheme of assistance approved in section 2.

I further certify that all invoices have been paid.

I declare the business/company is up to date with its payments of National Insurance, Income Tax and VAT and has no outstanding liability with any Government Department.

Signed:

Position in Company:

Print Name:

Date:

**Note:**

The above declaration must be signed in the case of a Company, by a Director or Company Secretary; in the case of a firm, by a proprietor or partner.

A false declaration will lead to a reclaim of all or part of the grant paid.