

ANNEX 3: Sample Declaration on De Minimis

1. We propose to award this Grant to You as de-minimis aid in accordance with Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (the “**de minimis Regulation**”).
2. Under the de minimis Regulation You can receive up to a maximum level of aid without this constituting an unlawful State Aid. That level is usually €200,000 per undertaking over three fiscal years.
3. It is important to note that the de minimis limit comprises the total amount of de minimis aid You receive from the state during that period. That aid will include aid relating to other projects, aid provided by other public authorities and their agents, and aid other than grants (for instance, foregone interest on loans).
4. We are unable to pay You the Grant if, added to any previous de minimis aid you have received during the current and two fiscal years, the Grant causes You to exceed the de minimis limit.
5. Consequently the Grant offer is conditional on You providing Us with the de minimis declaration overleaf (the “de minimis declaration”).
6. For the purposes of that declaration:
 - a. the fiscal year is the fiscal year used by Your business; and
 - b. de minimis aid is aid granted to a single undertaking, which may include legal entities separate to You (such as current or former subsidiaries).
7. You must retain this Appendix and the completed de minimis declaration and produce it on request by the UK public authorities or the European Commission. We may, at any time, supply information on this Grant to any other public authority or agency, including the European Commission, asking for information on de minimis aid.
8. You acknowledge that it is Your responsibility to read the de minimis Regulation in its entirety, and seek advice (including legal advice) on its application to Your business if appropriate.
9. You acknowledge that We and You are jointly and severally responsible for maintaining detailed records with the information and supporting documentation necessary to establish that all the conditions set out in this Grant Agreement and the de minimis Regulation are fulfilled. Such records must be maintained by You and Us for 10 years following the granting of the aid and must be made available to the Commission within a period of 20 working days if requested.

Please tick the statement that applies to You:

	You, and any other undertaking forming a single undertaking with You for the purpose of the de minimis Regulation, have not received any de minimis aid (whether de minimis aid from or attributable to Us or any other public authority) during the current and two previous fiscal years.
	You, and/or any other undertaking forming a single undertaking with You for the purpose of the de minimis Regulation, have received de minimis aid during the current and two previous fiscal years particulars of which are set out in the table below.

Please confirm the dates of Your fiscal year _____

Particulars of any de minimis aid during the current or previous two fiscal years:

Public Authority	Date Awarded	Total amount of aid	Description of aid	Recipient	Date(s) received

Signed _____

For and on behalf of _____

Position _____

Date _____