[On I

npany]

To: Small Company Enterprise Ce Insight, Understanding and Risk S Wealthy and Mid-Sized Business ( Newcastle NE98 1ZZ

<<Date>>

Dear Sirs,

## **Advanced Ass**

Name and Registered Address of Registration Number: <<insert det Date of Incorporation: <<insert det

We wish to apply for advanced a relation to a proposed share issue you would confirm that on the bas company will be a qualifying compaising money for a qualifying busi

The details of the proposed share

<<insert all relevant details inclu money raised will be used for and

Enclosed with this letter are the fo

- the Company's latest accordance
- a copy of the Company's b
- the Company's up to date
- the Company's up to date
- the proposed subscription will be made: and
- <<other relevant information</li>

stment Scheme

s>> (the Company)

rprise Investment Scheme (EIS) in is to make. We should be grateful if rided in and with this letter, that the will be eligible shares in relation to

um to be raised, the purpose the ities carried on by the company>>.

be issued to potential investors;

s of association;

terms on which the EIS investment

Each individual case is different and may require MRC's website or telephone them to make sure

vestors. This is a vital document that HMRC will the business plan is a key document to persuade vel of detail as any potential market investor or

greement setting out the terms upon which the

nents to support a company's view that it is a and development condition will be met and be now proposed trading activities will be structured

<sup>1</sup> This is the expected list of required documer additional information to support the application that everything required is included with the applications.

<sup>2</sup> This may include a prospectus or similar dod require sight of. The level of detail will depend independent investors to invest in the compal lender, for example a bank, would expect to se <sup>3</sup> This may not be an actual subscription agre

<sup>3</sup> This may not be an actual subscription agresubscription will be made.

Include any other information relevant to the knowledge-intensive company, or the company prepared to provide supporting detail or docunt and carried out, etc.

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We expect to be able to comple shares.

Please let us know if you require application for advanced assurance

Yours faithfully,

Signed.....

For and on behalf of <<Name of



rm EIS1 following the issue of the

nts or clarification in support of our



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