**ADMINISTRATIVE CHECKLIST**

Call for Proposals for Youth Self-Employment through Business Start-Ups

Ref: CFP 04-2016

**STAGE 1**

This checklist will ensure that you submit all necessary documents for the first step of this Call for Proposals.

Please sign this checklist and send it together with required documentation, listed below.

**Please thick (√) the boxes**

|  |  |
| --- | --- |
|  | Project Concpet Note Form-bussines idea, within the framework of the Call for Proposals |
|  | Copy of ID, as a proof that applicant is fullfilling key requirements of this Call |
|  | Confirmation that the applicant is registered at the National Employment Service for at least 3 (three) months countinously; Certificate of unemployment should be up to 15 days old |
|  | CV of an applicant |

|  |  |
| --- | --- |
| Name and surname: | ­­­­­­­­­­­­­­­­­­­­­­­­­­­ |
| Signature: |  |
| Date: |  |