***Consent Statement for Application Review***

\_\_\_\_\_\_ (Y)/ \_\_\_\_\_ (M)/ \_\_\_\_\_ (D)

(Company Name) consent to submit a business proposal for Business Incubation Center, NTUST committee meeting review.

Company Name：

Company Representative：

company seal

company seal

< Company Name >

Business Proposal

Date \_\_\_\_\_(Y)/\_\_\_\_\_\_(M)/\_\_\_\_\_\_(D)

1. **General Introduction**
* Date of Establishment： (Y) (M) (D)
* 20\_\_\_(Y) revenue：\_\_\_\_\_\_\_\_\_\_\_ NTD
* Introduction of the Company

 (Why establish the company, your vision, goal, strategy, and history in brief)

* Shareholders

|  |  |  |  |
| --- | --- | --- | --- |
| **Key Shareholders** | **Shareholding amount** | **Shareholding ratio (%)** | **Is he/she an alumni or a faculty member of NTUST?**  |
|  |  |  | □Alumni □Faculty □None |
|  |  |  | □Alumni □Faculty □None |
|  |  |  | □Alumni □Faculty □None |
|  |  |  | □Alumni □Faculty □None |
|  |  |  | □Alumni □Faculty □None |
| Total |  |  |  |

*Note: If you are an NTUST alumni or a faculty member, please attach a photocopy of employment / service certificate, certificate of enrollment, graduation certificate or related documents.*

1. **Operational and financial status**
* Operational status

(Please explain the company's main product items, sales performance and market share in the past 3 years.)

 Unit: Per Thousand NTD

|  |  |  |  |
| --- | --- | --- | --- |
| **Main Product**  |  \_\_\_\_\_\_\_\_\_\_\_\_(Y) |  \_\_\_\_\_\_\_\_\_\_\_\_(Y) |  \_\_\_\_\_\_\_\_\_\_\_\_(Y) |
| Yield  | Sales numbers  | market share  | Yield  | Sales numbers | market share  | Yield  | Sales numbers | market share  |
|   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |
| Total  |   |   |   |   |   |   |   |   |   |
| Annual Turnover (A)  |   |   |   |
| Annual R&D expenses (B)  |   |   |   |
| (B) / (A)% |   |   |   |

*Note: 1. "Market share" refers to domestic and foreign markets. Needless to fill out the cell if < 0.1%*

 *2. Please order the year from near to far, and from left to right.*

* Factories, Offices, Investment on Facilities and Production Capacity (including important research equipment)

**3.** **Team**

* The Company's Organizational Structure and the Work of Each Department
* Analysis of Manpower

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Position**  | **PhD**  | **Master's degree**  | **Bachelor**  | **Specialist**  | **Other**  | **Total**  |
| Manager  |   |   |   |   |   |   |
| R&D personnel  |   |   |   |   |   |   |
| Engineering Staff  |   |   |   |   |   |   |
| Others  |   |   |   |   |   |   |
| Total  |   |   |   |   |   |   |

* Resume description of operation and R&D team

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Job Title** | **Highest Education (School & Department)** | **Main Experience** | **Expertise** | **Years of Experience** |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |

* Manpower Analysis of R&D Department

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Position**  | **PhD**  | **Master's degree**  | **Bachelor**  | **Specialist**  | **Other**  | **Total**  |
| Manager  |   |   |   |   |   |   |
| R&D personnel  |   |   |   |   |   |   |
| Engineering Staff  |   |   |   |   |   |   |
| Others  |   |   |   |   |   |   |
| Total  |   |   |   |   |   |   |

* Important Achievements and Accumulated Core Competence.
(Including R&D achievements, awards, patents and published papers, etc.)
* Core Technology
* Achievements in Government-related R&D programs or project

|  |  |  |  |
| --- | --- | --- | --- |
| **Government agencies / units**  | **Project name**  | **Project execution period**  | **Project Funding** **(Unit: Thousand Yuan)**  |
| **Government Grants**  | **Total Project Funding**  |
|   |   |   |   |   |

Note: Please indicate the government science and technology projects that you have participated in the past years, e.g.: Industry Development Industry Technology Plan, Innovation Technology Application and Service Plan, Ministry of Economic Affairs, National Science Council, Agricultural Committee, Health Department, Cultural Association or other government units’ subsidy plan, etc.)

**4. Operational Plan for The Next Three Years**

* Main products / services
* Business Model
* Revenue Model
* Market analysis and competitors analysis

(Including the analysis of market characteristics, target markets, competitors and competing strategies)

* Marketing strategy and promotion plan

(Including target consumer groups, pricing strategies, channel strategies, promotion methods, sales estimates, after-sales service, etc.)

**5. Risk assessment and countermeasures**
 (Including SWOT analysis or five-force analysis regarding market, technology, industrial changes, potential interference factors, intellectual property rights, etc.)

**6. Financial plan**

* Source and Purpose of Fundraising

|  |  |  |  |
| --- | --- | --- | --- |
| **Source and** **Year**  | **Sources of funds**  | **Fund in demand****(NTD)**  | **Purpose of Use**  |
| The first year  | □ Self-owned funds □ Relatives □ Government loan □ Financial institution □ Others\_\_\_\_\_\_\_\_\_\_\_\_\_  |  |   |
| The second year  | □ Self-owned funds □ Relatives □ Government loan □ Financial institution □ Others\_\_\_\_\_\_\_\_\_\_\_\_\_  |   |   |
| The third year  | □ Self-owned funds □ Relatives □ Government loan □ Financial institution □ Others\_\_\_\_\_\_\_\_\_\_\_\_\_  |   |   |

* Income statement, cash flow statement and balance sheet from the past three years

(Please attach the four financial statements of the company for the past three years and last year’s tax report)

* Estimation of the next three years balance sheet, income statement, cash flow statement
(Please estimate the company's financial status for the next three years. The following examples are for reference only.)

|  |
| --- |
| **Estimated Balance Sheet***Unit: Thousand NTD*  |
|  | The first year | The second year | The third year |
| **Current assets 流動資產** |
| Cash and bank deposits 現金及銀行存款 |  |  |  |
| Receivables 應收款項 |  |  |  |
| Inventories 存貨 |  |  |  |
| Other current assets 其他流動資產 |  |  |  |
| **Total current assets** **流動資產總額** |  |  |  |
| **Long-term investment** **長期投資** |  |  |  |
| **Non-current assets 固定資產** |
| Non-current assets 固定資產 |  |  |  |
| Accumulated depreciation 累計折舊 |  |  |  |
| **Net value of Non-current assets** **固定資產淨額** |  |  |  |
| **Other assets 其他資產** |  |  |  |
| **Total assets 資產總額** |  |  |  |
|  |
| **Debt 負債** |
| Notes payable and accounts payable應付款項 |  |  |  |
| Bank loan 銀行借款 |  |  |  |
| Other liabilities 其他負債 |  |  |  |
| **Total Liabilities 負債總額** |  |  |  |
| **Equity 股東權益** |
| Capital股本 |  |  |  |
| Reserve and undistributed earnings 公積及盈餘 |  |  |  |
| **Total Equity 股東權益總額** |  |  |  |
| **Total Liabilities and Equity****負債及股東權益總額** |  |  |  |

|  |
| --- |
| **Estimated Income Statement***Unit: Thousand NTD*  |
|  | The first year | The second year | The third year |
| **Operating revenue 營業收入** |
| Sales revenue 銷貨總額 |  |  |  |
| **Operating cost 營業成本** |
| Operating cost 成本總額 |  |  |  |
| **Operating margin 營業毛利** |  |  |  |
| **Operating expenses 營業費用** |
| Management and sales expenses 管銷費用 |  |  |  |
| R&D expenses 研發費用 |  |  |  |
| **Total operating expenses****營業費用總額** |  |  |  |
| **Operating Income 營業淨利** |  |  |  |
| **Non-operating revenue and expense 營業外收支** |  |  |  |
| Non-operating revenue 營業外收入 |  |  |  |
| Non-operating expense 營業外支出 |  |  |  |
| **Total Non-operating revenue and expense 營業外收支淨額** |  |  |  |
| **Profit before tax** |  |  |  |

|  |
| --- |
| **Estimated Cash Flow Statement***Unit: Thousand NTD*  |
|  | The first year | The second year | The third year |
| **Current Profit before tax****期初現金餘額** |  |  |  |
| **Cash inflow 現金流入** |
| Sales cash inflow 銷貨現金流入  |  |  |  |
| Non-operating income 營業外收入 |  |  |  |
| Bank loan 銀行借款 |  |  |  |
| Cash replenishment 現金增資 |  |  |  |
| **Total cash inflow 現金流入小計**  |  |  |  |
| **Cash outflow 現金流出** |
| Direct material 直接材料 |  |  |  |
| Direct labor 直接人工 |  |  |  |
| Manufacturing costs 製造費用 |  |  |  |
| Management and sales expenses 管銷費用 |  |  |  |
| R&D expenses 研發費用 |  |  |  |
| Fixed assets 固定資產 |  |  |  |
| Non-operating expenses 營業外支出 |  |  |  |
| Repayment of bank loan 償還銀行貸款 |  |  |  |
| Long-term investment 長期投資 |  |  |  |
| Short-term investment 短期投資 |  |  |  |
| Other expenses 其他支出 |  |  |  |
| Distribution of dividends 分配股息股利 |  |  |  |
| **Total of cash outflow 現金流出小計** |  |  |  |
| **Cash balance at the end of the period期末現金餘額** |  |  |  |

7. **Aspects to be incubated**

|  |  |
| --- | --- |
| **Aspects** | **Description**  |
| R&D Technology |  |
| Product Marketing |  |
| Marketing Channel |  |
| Legal Advice |  |
| Financial Assistance |  |
| Administrative Assistance |  |
| Other |  |

**8. Other Attachments**