**ENERGY INCUBATION CENTRE APPLICATION FORM**

\*PLEASE READ CAREFULLY BEFORE FILLING IN APPLICATION FORM\*

**OBJECTIVES OF ENERGY INCUBATION CENTRE**

The Energy Incubation Centre initiative is a collaboration between Ministry of Energy (ME) and Darussalam Enterprise (DARe) to help entrepreneurs looking to participate in the Oil & Gas industry. Its objectives are to:

* 1. *Provide relevant training programmes to improve MSME competencies and overall performance.*
  2. *Provide co-working space for newly established MSMEs to start and build their network.*
  3. *Offer a panel of mentors to guide incubatees.*
  4. *Offer information on upcoming tenders that incubatees can participate in.*

**ELIGIBILITY CRITERIA**

The Energy Incubation Centre programme is open to all Citizens and Permanent Residents of Brunei:

* Must be willing to register a company based in Brunei Darussalam
* Must join and complete the training & coaching programme as set out by DARe.
* Have no prior contracts with Government, GLCs or Statutory Bodies

The completed **digital application form** must be submitted to [**icentre@dare.gov.bn**](mailto:icentre@dare.gov.bn)**.**

**GUIDE & INSTRUCTIONS**

* Applicants must email [icentre@dare.gov.bn](mailto:icentre@dare.gov.bn) a completed application form together with the requisite documents.
* To expedite your application, please provide the information requested as **completely** as possible. If the space provided is insufficient, a separate sheet may be used
* Upon completion of this application, you are required to submit all documents required in this form. Any supporting documents or information to be provided under appendices as a separator for each section is required.
* **All information provided will be held in the strictest confidence.**
* Submission form checklist:

|  |  |
| --- | --- |
| Identification Card of Founder(s) and all team members | ☐ |
| Registration/Incorporation Certificate or latest Form X | ☐ |

**For more information, please visit** [**https://www.dare.gov.bn/energy-incubation-centre**](https://www.dare.gov.bn/energy-incubation-centre) **or contact us at +673 2384830 or** [**icentre@dare.gov.bn**](mailto:icentre@dare.gov.bn)

**ENERGY INCUBATION CENTRE PROGRAMME APPLICATION FORM**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **GENERAL** | | | | | | | | | | | | | | |
| Have you ever attended any of DARe’s bootcamp or training programmes?   Micro Bootcamp Cycle \_\_\_\_\_   Accelerate Bootcamp Cycle \_\_\_\_\_   Industry Business Academy \_\_\_\_\_   Others: \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | |
| **FIRM/COMPANY DETAILS** | | | | | | | | | | | | | | |
| Business/Company Name | | | |  | | | | | | | | | | |
| Registration/Incorporation Date (DD/MM/YYYY) | | | |  | | | | Registration/Incorporation No. | | |  | | | |
| Business Address | | | |  | | | | | | | | | | |
| **Details of Shareholder/ Owner (If the space provided is insufficient, a separate sheet may be used)** | | | | | | | | | | | | | | |
| Name | | | IC No. | | | Nationality | | Position | Email | | | | | Contact No. |
|  | | |  | | |  | |  |  | | | | |  |
|  | | |  | | |  | |  |  | | | | |  |
| **Details of team members (If the space provided is insufficient, a separate sheet may be used)** | | | | | | | | | | | | | | |
| Name | | | IC No. | | | Nationality | | Position | Email | | | | | Contact No. |
|  | | |  | | |  | |  |  | | | | |  |
|  | | |  | | |  | |  |  | | | | |  |
| **Firm/Company Contact Person** | | | | | | | | | | | | | | |
| Name |  | | | | | | | | | | | | | |
| Date of Birth (DD/MM/YYYY) |  | | | | | | | | | | | | | |
| IC No. |  | | | | Colour | |  | Gender | |  Male   Female | | | | |
| Designation |  | | | | | | | | | | | | | |
| Contact No. [Mobile] |  | | | | | | | Email | |  | | | | |
| **BUSINESS DETAILS** | | | | | | | | | | | | | | |
| Description of Business | |  | | | | | | | | | | | | |
| Current Nature of Business | |  Finance   Logistic   Health   Education   Agriculture   Manufacturing   IT/Technology   Others (specify): \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | |
| **Product/Service Details** | | | | | | | | | | | | | | |
| Product(s) and/or Service(s) provided | |  | | | | | | | | | | | | |
| **Others** | | | | | | | | | | | | | | |
| Social media | |  Facebook: \_\_\_\_\_\_\_\_\_\_\_\_\_   Instagram: \_\_\_\_\_\_\_\_\_\_\_\_\_   Tiktok: \_\_\_\_\_\_\_\_\_\_\_\_\_   Website: \_\_\_\_\_\_\_\_\_\_\_\_\_   **Other (specify)**: \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | |
| **FINANCE DETAILS** | | | | | | | | | | | | | | |
| Startup Capital [$]  How much money did the business start with? | |  | | | | | | Source  e.g.: Self (Family ,Friend) / Angel Investor, etc. | | | |  | | |
| **SELF DISCLAIMER** | | | | | | | | | | | | | | |
| Does any of the shareholders/owners currently have any outstanding payments with a financial institution and/or government organizations? (e.g. loans, electric bills, water bills, rents,etc.) | | | | | | | | | |  Yes | | |  No | |
| Does any of the shareholders/owners currently have any ongoing lawsuit? | | | | | | | | | |  Yes | | |  No | |
| Does any of the shareholders/owners currently have any ongoing bankruptcy filings? | | | | | | | | | |  Yes | | |  No | |
| **If the response to any of the above question is ‘Yes’, please provide further details below:** | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| **ADDITIONAL REMARKS (if any**) | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| **DECLARATION** | | | | | | | | | | | | | | |
| **I hereby declare that the information given in this form are true and accurate to the best of my knowledge and in case any of the above information are found to be false or inaccurate, the relevant authority has the right to disqualify my application form.**  **Authorized Signatory**  **Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Company/Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | | | | | | | |

**End of Application Form**