

PLEASE MAKE EVERY EFFORT TO PROVIDE CONCISE, COMPLETE AND ACCURATE INFORMATION ON YOUR PROJECT.

Please read carefully the instructions for completion and submission of this form, which can be found at the end of this document. Requests regarding completion and submission must be addressed to the EIPP Helpdesk at eipp-project@ec.europa.eu. The EIPP Helpdesk will do its best, but cannot guarantee, to provide an answer within 3 working days following such request.

Country

Organisation Identification

Organisation
Name*

Legal Form*

☐ Does your organisation have a VAT number?

VAT :

☐ Does your organisation have a National ID?

National ID :

Status*

Company size

Address*

City*

[Click here to add a logo](#)

Postal code*

Main Phone*

Twitter

Facebook

Website

Contact information

First Name*

Last Name*

e-mail*

☐ This e-mail address is already used for ECAS authentication (= European Commission Authentication Service)

Main Phone

GSM

Project Description

Project name*				
Short description* (200 chars)				
Description* (500 chars)				
Click here to add a project image				
Main EU country*		Main region*		
EU country 2		Region 2		
EU country 3		Region 3		
Other countries				
Estimated cost* (Million EUR)		Expected start*		
Project type*		Asset Ownership*		
Economic Rationale (1250 chars)				
Sector 1*		Sector 2		
Project status*		Other status		
Existing/potential bottlenecks for the realisation of the project (500 chars)				
Revenue type		Other revenue		
Localization	Latitude		Longitude	

Ex: Luxembourg coordinates are the following (Latitude=49.815273, Longitude=6.129583)

Project Financing

☐ Is there self-participation? % of Self-participation ☐ Would you like to publish your self-participation?

Financing source(s) Percentage of financing secured

Financing details
(500 chars)

☐ Have you applied or intend to apply for EU or EIB financing?

EU Financing
details
(500 chars)

Project Additional information

Web link 1
(255 chars)

Web link 1 title

Web link 2
(255 chars)

Web link 2 title

Additional
information
(750 chars)

☐ I have read and agreed the Terms and Conditions

☐ I hereby declare that I am not aware of any non-compatibility of this project with EU or national member state law.

PLEASE CHECK THE ACCURACY OF THE INFORMATION BEFORE SUBMITTING THIS FORM.

By submitting this form, you acknowledge the accuracy of information provided and agree to the Terms and Conditions for the use of the European Investment Project Portal (EIPP). Upon submission, the information provided will not be editable before the launch of the EIPP. For any modifications before the launch of the Portal, please contact eipp-project@ec.europa.eu.

Guidelines for completing the EIPP Project Form

The European Investment Project Portal ("EIPP"): is a web portal enabling EU based project promoters to reach potential investors worldwide¹.

EIPP Terms and Conditions: are included in the form. For any information, enquiries or requests you may contact the EIPP Helpdesk by e-mail at eipp-project@ec.europa.eu. The EIPP Helpdesk will do its best to provide an answer within three working days following the request.

The Project Application Processing Fee for private promoters is EUR 100 during the pre-launch phase. Payment details will be sent once submissions are received.

The form is compatible with [Adobe Reader \(version 10 or later\)](#).

All fields marked with an *asterisk (*)* are mandatory. Some fields not marked with an asterisk may be required depending on the values of other fields (e.g. if you indicate that you have a VAT number then the VAT number field becomes mandatory).

Country: a drop-down list with all EU Countries is included in the form. If you believe that you should add a different entry, please send your request to eipp-project@ec.europa.eu.

Organization Identification Section

Please fill out the **Organization name***, **Legal form***, **VAT** or **National ID** fields. Legal entities must enter at least one national registry number (VAT or National ID fields). Exceptions are only possible for public bodies. The value 'Unknown' in the field 'Legal form' should be selected for public bodies or business entities which are not defined in the drop-down list.

Public body: any legal entity established as public body by national law, or an international organization. More specifically, the legal entity must be (i) incorporated as a public body in the act of creation, or recognized as a public body by national law, and (ii) governed by public law. Public bodies may act under and be subject to private law for some or most of their activities. A legal entity that has a public service mission but which was established under private law is not considered to be a public body.

Project promoters should submit the following documents in addition to the Form: a scanned copy of a registration extract for private promoters and a copy of the act, law, decree or decision that established the organisation as a public body (or, if this does not exist, any other official document that proves this) for public promoters.

Company size: is an optional field. SME companies have a headcount (staff) ≤ 250 and either an annual turnover ≤ EUR 50 million or a balance sheet total ≤ EUR 43 million. Mid-cap companies are considered to have between 250 and 3 000 employees.

Contact information: is needed for future communication on the project. This information will not be visible on the EIPP. If investors or other parties are interested in your project, they will be able to click on a 'Contact' button, which will give access to an online contact form. This way, you will be able to see the inquirer's contact details but they will not be able to see yours. This will allow project promoters to avoid unsolicited contacts.

Please make sure that the indicated contact person is available to answer or coordinate project-related inquiries. In case of a change in contact details, please inform us by email at eipp-project@ec.europa.eu.

Once the portal goes live, the contact person in this section will become the Legal Entity Appointed Representative (LEAR) for the Organisation. This person will be responsible for the organisation's management inside the EIPP system (e.g. for management of access rights on the project). At a later stage, a certificate confirming that the contact person is entitled to represent the organisation will be requested.

The use of a **Logo** (in JPG, PNG or GIF formats) to visually enhance your project presentation is recommended. Minimum permitted dimensions are 100x100 pixels, while the uploaded file should not exceed 200 Kb. Example ⇨



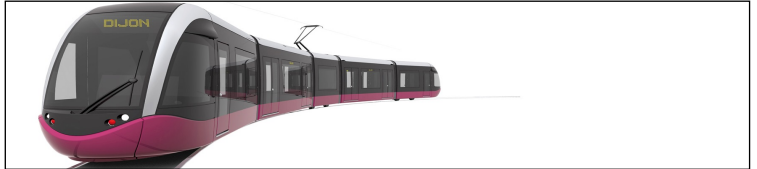
The European Commission uses an email-based secure authentication system called **ECAS** (European Commission Authentication Service) to identify each individual user for all of its online services, including the EIPP. Please confirm via the form whether you already have an **ECAS account**. Your account will allow you to access the portal as soon as it goes live.

If you do not have an account yet, you will be asked at a later stage to create one by following the instructions provided on http://ec.europa.eu/visits/documents/ecas-step-by-step_en.pdf.

Project Description Section

Short project description: is intended to appear in search results or in summary tables. The long **Description** will appear in the Project Fiche. The fiche is a project summary webpage based on your input.

In addition to the Logo, we recommend that you also upload a **Project image** (in JPG, PNG or GIF formats), to visually enhance your project presentation. Minimum permitted dimensions are 1000x200 pixels, while the uploaded file should not exceed 1 MB. Example ⇨



This image may also contain (a combination of) a scheme, map or any other promotional visual (non-video) material.

Main EU country: is the EU Member State where the majority of the investment is expected to take place. In case of a cross-border project, please complete the subsequent fields. Cross-border projects with non-EU countries are permitted as long as the investment also benefits and takes place, at least partially, in an EU Member State, which should be described in the **Description** field.

Estimated cost: should be at least EUR 10 million as per Commission Decision 2015/1214. Similar, smaller projects can be combined into a single project or programme as long as a project promoting party (coordinating entity) submits a single EIPP project form.

Projects registered on the EIPP must start within three years of their submission, which limits the value to the **Expected start** field.

Economic rationale: explains why investors should consider investing in your project. Example ⇨

Existing passenger demand for the Luxembourg-Brussels train service is estimated at 100 million annually, with largely stable seasonal variations: a decline in business traffic during summer compensated by an increase in vacation traffic. Limited competition: slow existing train services (2:40 – 3 hour existing service) and airplane service, expensive limo and private airplane shuttle service. Idle capacity can be filled in by cargo trains, especially for higher-value cargo, connecting the line to the Luxembourg Airport Cargo service, which has an established leadership position in the EU. Project construction time: three years. Expected investment pay-back period: 15 years. Three financial projection scenarios have been developed. Estimates of returns to investors (for different envisaged layers of financing, senior, mezzanine, equity) available upon request.

You should select between one and two **Sectors** for your project from 24 listed options.

You are invited to disclose any **Bottlenecks / impediments** for the realisation of your project.

Location of the project: will be displayed on an interactive project map. You may use <http://www.latlong.net/> (may not work with some versions of Internet Explorer) to get the location coordinates of your project.

Project financing section: provides you with an option to disclose information on any partial financing for your project that has already been secured. Filling out this information is optional, but investors are likely to consider more seriously projects in which part of the financing is already provided by project promoters or other entities/investors.

Additional project information: provides you with an option to share any project information, e.g. construction arrangements, project structuring/risk sharing, etc. You are encouraged to provide information on how your project fits the EU's goals of creating employment, stimulating economic growth, achieving a more integrated common market, promoting the digital economy, etc.

¹ The EIPP was established under regulation (EU) 2015/1017 of 25 June 2015 on the European Fund for Strategic Investments, the European Investment Advisory Hub and the European Investment Project Portal and commission Decision (EU) 2015/1214 of 22 July 2015 creating the EIPP and setting out its technical specifications.