

## **DECLARATION OF HONOUR AND LEGAL OBLIGATIONS**

*By signing this document, my organisation understands and agrees the following conditions (please select):*

### **METABUILDING SEED Call terms and conditions**

- I agree with the METABUILDING terms and conditions found in the guide for applicants ([www.metabuilding.com](http://www.metabuilding.com) )
- I confirm that my company is an SME according to the definition of the European Union. This means:
  - The staff headcount of my company is less or equal to 250
  - The annual turnover of my company is less or equal to €50 million OR the annual balance sheet total of my company is less or equal to €43 million
- I confirm that my company is active in one of the sectors specified in this proposal.
- I confirm that my company will submit two post-assessment evaluations, to evaluate the overall impact of the METABUILDING cascade funding on the participating SMEs:
  - Questionnaire on KPIs on completion of the service.
  - Measurement of the KPIs 12 months after the implementation of the service.

### **Financial declarations**

- I confirm to be aware that the SEED Innovation Voucher is limited to a maximum of EUR 5.000. I confirm being in the financial position to cover for the service costs which might exceed the financial support and to assume the costs for the service until encashment of the innovation voucher.
- I confirm to have taken notice that the encashment of the innovation voucher is subject to the previous presentation of the invoice corresponding to the signed offer from the service provider which must be included in the application and the completion of the post-assessment questionnaire.
- I understand that the submission of the signed offer of the selected service provider is mandatory.

### **Funding decision**

- I confirmed to be aware that funding decisions are made based on the defined evaluation criteria that I have taken notice of.
- I confirm that my company will accept the funding decision made by the evaluators and waives its right to engage in a redress against this decision.

### **Data management**

- I confirmed that my organisation acknowledges and agrees:
  - that grants will be submitted and evaluated electronically.
  - in the use of the electronic grant application system Good Grants.
  - in the collection of personal data by the funding body being subject to the privacy statement under according to EU general data protection regulation 2016/679 (GDPR).
  - that data will be used in the framework of the METABUILDING project.

- that data can be transmitted to the European Commission and auditors for reporting reasons, impact measurement and in the case of an audit.
- I declare the accuracy of all statements made above.
  - I confirm that my organization is aware that administrative or financial penalties may be imposed on the voucher recipient in case of :
    - misrepresentation or failure in supplying the information required by the grant management of the METABUILDING project as a condition of participation in the grant award procedure.
    - failure in fulfilling the obligations and conditions agreed upon.
  - I confirm that I read the METABUILDING Ethic Issues table and that I do NOT have any issue to declare.
  - I confirm that my organization authorizes METABUILDING to use the organization's name and logo in communication activities linked to the METABUILDING project and, if awarded, to be listed in an awardees list. Furthermore, if awarded, the SME agrees to provide the METABUILDING project with a testimonial that can be published on the METABUILDING platform and eventually in websites, social media channels, press releases, etc. This information may be completed by photos (for example award ceremony, participation in fairs, etc.) and personal information of the awardees if requested by METABUILDING and agreed upon by the persons concerned.

By signing this document, my organisation un with the previous conditions.

Place and date:	
Signature of the applicant:	