



SINGATHA ICT INCUBATOR
 PORT SHEPSTONE CAMPUS
 2 HILLSIDE CRESCENT
 OSLO BEACH
 074 118 0542
singathapsc@gmail.com



GENERAL BUSINESS INFORMATION

NAME OF BUSINESS		
CONTACT PERSON		
TITLE		
POSTAL ADDRESS		
PHYSICAL ADDRESS		
LOCATION OF OTHER BRANCHES (IF APPLICABLE)		
CONTACT DETAILS	PHONE :	
	E-MAIL :	
	WEBSITE :	
LENGTH OF TIME IN BUSINESS	YEARS :	
	Months :	
REGISTERED COMPANY NAME		
TRADING NAME		
LEGAL STRUCTURE : (PROPRIETORSHIP/ PARTNERSHIP/ CC/ OTHER (PLEASE SPECIFY))		
INCOME TAX REFERENCE NUMBER		
VAT NUMBER (IF REGISTERED)		

PRODUCTS AND SERVICES

Describe your business or service. (If in IT, describe the technologies used)

Describe the uniqueness of your product/service versus existing products

Describe the advantages and disadvantages of your product or service

Do you have any patents, trademarks, copyrights or propriety technology?

FINANCIALS

Provide your 3 year cash flow projections.

Year 1	Year 2	Year 3

If in business for over a year, provide previous years' financials.

(a)What is your current value of sales?

(b)What is your average monthly turnover?

Have you received any funding for your business to date? If not, how have you been funding your business?

SALES AND MARKETING

Who are your present and future customers?

Describe your target market?

Who are your competitors? How will you protect your product, service or technology from your competitors?

(a) How do you intend marketing your business?

(b) What type of mechanisms will you use to market your business?

THE TEAM

How many employees does the company have? Please describe their roles (attach CV's)

Name	Title	Role
1.		
2.		
3.		
4.		
5.		

Describe the experience of the management team/key employees

Title	Experience
1.	
2.	
3.	
4.	
5.	

Describe the competencies of the key employees

Title	Competencies
1.	
2.	
3.	
4.	
5.	

TELL US MORE ABOUT YOUR BUSINESS

Do you have a business plan?

Have you done a feasibility study for your product/service?

If your business has been in operation for more than 3 months, what challenges have you faced? How do you foresee the programme addressing your challenges?

TICK AREAS WHERE YOU NEED MOST HELP

Financial Management	<input type="checkbox"/>
Technology Support	<input type="checkbox"/>
Funding Support	<input type="checkbox"/>
Business Management	<input type="checkbox"/>
Legal and contractual support	<input type="checkbox"/>
Sales & Marketing	<input type="checkbox"/>
Product Costing	<input type="checkbox"/>

Please attach the following documents to your application:

- ID Document
- Copy of Registration Certificate(CC or PTY Ltd)
- Company Profile
- Valid tax clearance certificate
- One Page Motivation

CERTIFICATION

I do hereby declare, certify and acknowledge my understanding that the Management of Singatha ICT Incubator, solely and upon its discretion, has the right to decide which applications will result in admission to the Singatha incubator program, that the Management's decision in this respect is final and that Singatha may seek at its own discretion advice from other sources about the application.

I further declare, certify and acknowledge my understanding that if this application is successfully accepted, Singatha and the applicant will enter into discussions to develop an Incubation Agreement that sets out the services to be provided by Singatha and the milestones and responsibilities of the successful applicant, and that the application may be withdrawn by the applicant and that Singatha may revoke its acceptance decision for admission at any time up to the signing of that Incubation Agreement.

I further certify that the information provided in this application, including attachments, is true and correct to the best of my knowledge.

Signature	
Full Name	
Position	
Date	

Witness 1:

Witness 2: