



## CITREP+ COMPANY DECLARATION OF SME STATUS FOR FUNDING SUPPORT FORM

1. All fields in this form are mandatory and to be completed by Applicant unless stated otherwise.
2. This form is **ONLY** applicable for eligible company who are:
  - a) Singapore registered organisation (excluding government agencies); and
  - b) Sponsored trainee must be Singapore Citizen.
3. Please note that your self-declaration form may be subjected to random audits by IMDA for validation.
4. **Completed and signed form must be submitted to the CITREP+ endorsed Course Provider when you sign up for the CITREP+ course/certification.**

### SECTION A COURSE AND CERTIFICATION, COMPANY AND PARTICIPANT DETAILS

*(Please complete the Course and Certification, Company and Participants Details in Annex 2A)*

### SECTION B DECLARATION OF ELIGIBILITY FOR FUNDING SUPPORT

*(To be endorsed by CEO or equivalent. If the CEO is the participant, the declaration is to be done by a company representative authorised by the CEO)*

a. I declare that \_\_\_\_\_ is a SME, based on SPRING's definition of SMEs, and hence qualify to enrol in the CITREP+ programme which will be funded by IMDA.

b. SMEs are defined as companies having:

- Minimum 30% local shareholding **AND**
- Company Group annual sales turnover<sup>2</sup> not more than S\$100 million **OR**  
Company Group employment size<sup>3</sup> not more than 200 workers

Group tracing<sup>1</sup> includes all corporate shareholder(s) holding more than 50% of total shareholding of the company and any subsequent corporate parents and all subsidiaries of the company.

Company Name and  
Company Stamp:

Company Name / Company Stamp

Full Name and  
Designation:

*(CEO or equivalent/  
CEO appointed representative)*

Name / Designation

Signature and Date:

<sup>1</sup> The term "Group tracing" means:

a) All corporate shareholder(s) holding more than 50% of total shareholding of the company and any subsequent corporate parents.

b) All subsidiaries of the company.

<sup>2</sup> Annual sales turnover refers to the revenue or sales turnover stated on the company's income statement.

<sup>3</sup> A company should include in its employment size any persons employed under a contract of service in accordance to the Employment Act. This is regardless of the nationality of the employee.

## Company Declaration of SME Status for CITREP+ Funding Support

<b>Name of Company</b>	
<b>UEN Number</b>	

S/N	Name of Participant	NRIC	Citizenship Status	Course Provider	Course and Certification Title	Course / Exam start date	Course / Exam end Date

Company Name and  
Company Stamp:

Company Name / Company Stamp

Full Name and  
Designation:

*(CEO or equivalent/  
CEO appointed representative)*

Name / Designation

Signature and Date: