

# Application Form

The personal information you provide is being collected to determine your eligibility for the funding scheme. If you choose to apply, the personal information will then be used and disclosed in the application process.

## Applicant's Information

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**Business Owner Name**

**Name of Contact Person**

**Designation**

**I/C Number**

**I/C Colour**

**Gender**  Male  Female

**Contact Number**

**Email Address**

\* Please attach copy of I/C together with this form.

## Business Information

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**ROCBN**

**Name of Business**

**Business Address**

**Type of Business**  Sole Proprietorship  Partnership  Limited Company

**Number of years since business started**

**Current nature of business**

Other:

\* Please attach a copy of Form 16/17 for sole proprietorships and partnerships; or Form X and Memorandum and Articles of Association for private limited companies.

## Solutions and Applications

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**Solution(s) applied for**

**Solution(s) Vendor**

**Solution(s) Package Type**

Visit [aiti.gov.bn/penjana](http://aiti.gov.bn/penjana) for the full list of available solutions. Please attach quotation received from solution vendor together with this form.

In order to be eligible for this funding scheme, the business must meet **ALL** of the following criteria:

**Requirements** \_\_\_\_\_

**The business must be registered and based in Brunei Darussalam with 50% local ownership.**

Yes  No

**Eligibility** \_\_\_\_\_

**The business must fall within the definition of Micro, Small or Medium Enterprises (MSMEs).**

Current total number of employees:

**The business must be in operation at least six (6) months since the date of application.**

Yes  No

**Annual Turnover<sup>1</sup>**

Please attach financial document with this application form stating the Annual Turnover and Total Asset such as audited account or statement of account or print copy of Online Business Reporting record under financial section.

<b>Please state the Annual Turnover of your business</b>	B\$ <input type="text"/>
<b>Please state the Total Asset of your business</b>	B\$ <input type="text"/>

**Template of the financial document is attached as ANNEX 1**

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<sup>1</sup> For businesses operating more than twelve (12) months, the financial document submitted shall be the latest twelve (12) months. However, should the company be a start-up with less than twelve (12) months in operation, the financial document submitted shall be following the number of months in operation.

## Business Information

Please answer the questions below in the space provided or on additional pages. This summary business proposal information will help AITI to evaluate the scheme application.

1. **Briefly describe your business, including its primary business activities.**

2. **What are your goals for your business this year and how do they fit with your long-term business goals?**

3. **Please provide the details of employees who will be utilising the solution(s), stating the full name, position and educational background.**

4. **Please provide a personal statement of why it is important for your company to be awarded with this funding scheme (not more than 200 words).**

## Self-Disclaimer

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5. **Do any of the proprietors/partners/directors/shareholders currently have any ongoing lawsuit?**

Yes  No

6. **Do any of the proprietors/partners/directors/shareholders currently have any ongoing bankruptcy filings?**

Yes  No

7. **If the response to any of the above questions is 'Yes', please provide further details below:**

**Declaration:**

I hereby declare that all information submitted in this application is accurate, complete, and current as of the date of application. I understand that any false or misleading information may result in the rejection of this application.

**Signature:**

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**Name:**

**Date :**

**[End]**



Authority for Infocommunications Technology Industry  
of Brunei Darussalam

# **Appendix 1:**

## **Financial Document Template**

**Annex 1  
Financial Statement Template  
FOR EXAMPLE ONLY**

**Income Statement                      Year 2026**

<b>Month</b>	<b>Revenue (Sales)</b>	<b>Cost of Goods Sold (COGS)</b>	<b>Gross Profit</b>	<b>Operating Expenses</b>	<b>Net Profit/Loss</b>
Jan-25					
Feb-25					
Mar-25					
Apr-25					
May-25					
Jun-25					
Jul-25					
Aug-25					
Sep-25					
Oct-25					
Nov-25					
Dec-25					
<b>Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**Balance Sheet                      Year 2026**

<b>Assets</b>	<b>Amount</b>	<b>Liabilities</b>	<b>Amount</b>	<b>Equity</b>	<b>Amount</b>
<b>Cash</b>	<b>\$-</b>	<b>Accounts Payable</b>	<b>\$-</b>	<b>Owner</b>	<b>\$-</b>
<b>Accounts Receivable</b>	<b>\$-</b>	<b>Bank Loan</b>	<b>\$-</b>		
<b>Inventory</b>					
<b>Equipment</b>					
<b>Total Assets</b>	<b>\$0.00</b>	<b>Total Liabilities</b>	<b>0</b>	<b>Total Equity</b>	<b>\$0.00</b>

**I hereby declare that all information submitted in this application is accurate, complete, and current as of the date of application. I understand that any false or misleading information may result in the rejection of this application.**

**Signature:**

\_\_\_\_\_

**Name:**  
**Date:**