



**Application number:**

**Date received:**

### CHECKLIST SME SUPPORT

- Sent in by EURES/PES
- Proof of submission date (e-mail/stamped envelope/other)
- Employer check
- Proof of employer registration/organization number
- Statement showing that the company is the holder of the bank account
- Copy of employees' passport(s)
- Copy of employees' employment contract(s)
- Unemployed/registration PES for the employee(s)
- Detailed description of introduction program
- Other attachments.....

