

	DOCUMENT:	05- UAPMFBEU -01.03.03
		VERSION:	1.0 2021-2027
REPUBLIC OF NORTH MACEDONIA AGENCY FOR FINANCIAL SUPPORT OF AGRICULTURE AND RURAL DEVELOPMENT		DATE:	March, 2023
Ave. III Makedonska Brigada Nr.20. (Mak. Tabak block C) 1000 Skopje, Republic of North Macedonia Tel. +389 23097 450, fax +389 23097 454 e-mail: <a href="mailto:ipardpa.info@ipardpa.gov.mk">ipardpa.info@ipardpa.gov.mk</a>		PAGES:	Page 1 of 1

## CLAIM FOR PAYMENT FOR MEASURE 7- FARM DIVERSIFICATION AND BUSINESS DEVELOPMENT



APPLICATION ID	
NAME OF THE RECIPIENT	
TYPE OF THE RECIPIENT	<input type="checkbox"/> Natural person <input type="checkbox"/> Craftsman <input type="checkbox"/> Individual Agriculture Producer <input type="checkbox"/> Family Agriculture Producer <input type="checkbox"/> Natural person registered for catering
Name: _____ Surname: _____  ID N°: _____ issued by: _____ date: _____  EMBG _____	
Place of Residence: Town/Village: _____ Postal code: _____ Municipality: _____  	
Address: _____ Telephone: _____ Fax: _____  	
Bank Name: _____ Bank Account: _____  	
Project Location: Town/village: _____ Postal code: _____ Municipality: _____  	

Contact person if different from above

		DOCUMENT:	05- UAPMFBEU -01.03.03
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APPLICATION ID			
NAME OF THE RECIPIENT			
TYPE OF THE RECIPIENT	<input type="checkbox"/> Legal entity <input type="checkbox"/> Cooperative <input type="checkbox"/> Sole proprietor <input type="checkbox"/> Associative legal entity		
Company name (by Central Register)			
_____			
TAX №: _____			
Bank Name:		Bank Account:	
_____		_____	
Town/Village:		Postal code:	Municipality
_____		_____	_____
Address:		Telephone:	Fax:
_____		_____	_____
Manager of the company:			
Name:		Surname:	
_____		_____	
ID №: _____ issued by: _____ date: _____			
EMBG _____			
Project Location:			
Town/village:		Postal code:	Municipality:
_____		_____	_____

Name:		Surname:	
_____		_____	
Address:		Telephone:	Fax:
_____		_____	_____
e-mail:		Mobile:	
_____		_____	

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Contact person if different from above



Name:	Surname:	
_____		
Address:	Telephone:	Fax:
_____		
e-mail:	Mobile:	
_____		

## MEASURE 7 -FARM DIVERSIFICATION AND BUSINESS DEVELOPMENT



### Priority Sectors

Circle the relevant sector and check the investment

<b>1.</b>	<b>ALTERNATIVE AGRICULTURE PRODUCTION, including</b>
<input type="checkbox"/>	- cultivation of mushroom and truffles
<input type="checkbox"/>	-horticulture (nurseries and cultivation of flowers and flower buds, decorative plants, trees)
<input type="checkbox"/>	melliferous trees (for honey production), trees for timber, short rotation coppice and other fast-growing tree species for bio energy purposes
<input type="checkbox"/>	-production of seed and seedling material
<input type="checkbox"/>	-rabbit breeding
<input type="checkbox"/>	-snail breeding
<input type="checkbox"/>	-breeding of birds for eggs and meat – ducks, geese, turkey, capercaillie, ostriches and emus and guinea fowls
<input type="checkbox"/>	-raising of game animals
<input type="checkbox"/>	-bee-keeping
<input type="checkbox"/>	-cultivation of herbs, seeds, and other spices and aromatic crops and pharmaceutical crops
<input type="checkbox"/>	-plantations of trees for timber and bio-mass (fast growing)
<b>2.</b>	<b>PROCESSING OF ALTERNATIVE AGRICULTURE PRODUCTS</b>
<input type="checkbox"/>	- processing and marketing of mushroom and truffles
<input type="checkbox"/>	- slaughtering, processing and marketing of rabbit meat
<input type="checkbox"/>	- processing and marketing of snails
<input type="checkbox"/>	- slaughtering, processing and marketing of birds for meat – ducks, geese, turkey, capercaillie, ostriches and emus and guinea fowls
<b>3.</b>	<b>PRODUCTION OF FOOD AND BEVERAGES</b>
<b>4.</b>	<b>MANUFACTURING OF NON – FOOD PRODUCTS</b>
<b>5.</b>	<b>SUPPORT OF CRAFT ACTIVITIES</b>

		DOCUMENT:	05- UAPMFBEU -01.03.03
		VERSION:	1.0 2021-2027
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<input type="checkbox"/>	Dealing with economic activities according to the Book of rules on defining the activities which can be performed by crafts.
<b>6.</b>	<b>SUPPORT OF SERVICES FOR THE RURAL POPULATION, including</b>
<input type="checkbox"/>	-landscape services
<input type="checkbox"/>	-pet care services
<input type="checkbox"/>	- residential nursing care services (homes for the elderly, convalescent homes, etc.
<input type="checkbox"/>	-child day-care services
<input type="checkbox"/>	- training and education centres for any profession, hobby or self-development purposes,
<input type="checkbox"/>	sports and recreation, educational support services, IT centres;
<input type="checkbox"/>	-transport services;
<b>7.</b>	<b>SUPPORT SERVICES FOR THE RURAL POPULATION, including</b>
<input type="checkbox"/>	-establishment and upgrading of veterinary services
<input type="checkbox"/>	- establishment and renovation of workshops for maintenance and repair of agriculture
<input type="checkbox"/>	mechanization, machinery and equipment
<b>8.</b>	<b>RURAL TOURISM, including</b>
<input type="checkbox"/>	- tourist accommodation - indoor accommodation (rooms, apartments, Bed & Breakfast, self-catering cottages) and outdoor accommodation (camping sites, bungalows, trailer camps)
<input type="checkbox"/>	- catering service (cooking and serving food)
<input type="checkbox"/>	- combined services – accommodation and catering service
<input type="checkbox"/>	- provision of tasting rooms/selling points for direct marketing of products
<input type="checkbox"/>	- rural museums (buildings and exhibition items expressing historical, natural, traditional, educational, agricultural etc. amenities of the rural area, as well as botanical and zoological gardens)
<input type="checkbox"/>	- provision of facilities for seminars and trainings, educational farms
<input type="checkbox"/>	- provision of recreational activities for tourists.
<b>9.</b>	<b>PRODUCTION AND SALE OF RENEWABLE ENERGY, including</b>
<input type="checkbox"/>	- processing of plant and animal products from primary and secondary biomass, except biomass from fishery products
<input type="checkbox"/>	- processing of agriculture products for bio-fuel production
<input type="checkbox"/>	- processing of forestry bio-mass
<input type="checkbox"/>	- production of energy from renewable resources (solar and wind)

		DOCUMENT:	05- UAPMFBEU -01.03.03
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#### A. GENERAL CONDITIONS: check the following boxes

- I declare that the investment has been implemented according to the time schedule given in the contract.
- I declare that the approved investment/project has been implemented
- I declare that the same project is not financed by EC or other programs or instruments
- I declare that I have no outstanding debts to AFSARD
- I declare that all submitted documents are legitimate and valid
- I declare that there is no existence of conflict of interest between me as recipient and the suppliers

**Note: All documents submitted must be in original (notary verified copy) except if it is otherwise stated**

#### B. GENERAL DOCUMENTS:

1.	Document for opened liquidation procedure (not older than one month before submitting the claim for payment, issued by Central Register)	N/A*	Yes
2.	Document for opened bankruptcy procedure (not older than one month before submitting the claim for payment, issued by Central Register)	N/A*	Yes
3.	Copy of Book of fixed assets for the previous year (the year before signing the contract), signed and stamped by accountant	N/A*	Yes
4.	Copy of Book of fixed assets in the year when the claim for payment should be submitted (signed and stamped by the accountant)	N/A*	Yes
5.	Contract for supplies/construction provided, defining the assets, models/makes, price in euro/MKD with and without VAT, along with detailed technical specifications	N/A*	Yes
6.	Primary accounting documents (pro-invoice/s, invoice/s, contract for goods and services in case supplier is natural person)) proving the incurred expenditure and purpose of payment	N/A*	Yes
7.	Detailed (daily) bank statements which proves payment by the recipient (for domestic payments)	N/A	Yes
8.	SWIFT which proves payment by the recipient (for international payment)	N/A	Yes

		DOCUMENT:	05- UAPMFBEU -01.03.03
		VERSION:	1.0 2021-2027
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9.	Dispatch note (only for equipment from domestic suppliers, excluding construction and reconstruction supplies)	N/A	Yes
10.	Consignment note CMR-copy (for imported goods)	N/A	Yes
11.	Statement from each supplier that the assets supplied are not second hand		Yes
12.	Copy of vehicle registration document (for tractors and trailers)	N/A	Yes
13.	Certificate that the recipient has no outstanding fiscal obligations against Public Revenue Office (not older than one month before the day of submitting the claim for payment)		Yes
14.	Diploma/certificate or minimum 3 years' experience in dealing with agriculture production, processing or services related to agriculture (proven via professional working record or via record on users of national support schemes in agriculture and rural development or other acceptable written proofs)	N/A***	Yes
15.	Proof that at least one responsible person is permanently employed in the legal entity, individual agriculture producer, sole proprietress or proof that at least one responsible person is engaged under contract not shorter than 5 years from the date of submission of the claim for payment, issued by the Employment Agency	N/A	Yes
16.	Copy of construction book	N/A **	Yes
17.	Report from supervisor of the construction (according to the Law for construction)	N/A **	Yes
18.	Land title/ <b>building</b> document for newly established buildings not older than one month before submitting the claim for payment)	N/A **	Yes
19.	Proof of regular paid obligations for bank loan, in case when the bank has established collateral on the property subject to the investment	N/a	Yes
20.	Decision for approved elaborate for environmental protection or, environmental impact assessment, A/B integrated environmental permit or opinion that there is no need for environmental impact assessment for the realized investment	N/a	Yes

\*N/A refers to documents which are not necessary to be submitted by the recipient if it is a natural person



\*\*N/A refers to the document that doesn't need to be submitted if there is no construction.

\*\*\*N/A refers to the document which is not necessary to submit for sub measure 9

### C. SPECIFIC DOCUMENTS FOR THE FOLLOWING SECTORS:



		DOCUMENT:	05- UAPMFBEU -01.03.03
		VERSION:	1.0 2021-2027
REPUBLIC OF NORTH MACEDONIA AGENCY FOR FINANCIAL SUPPORT OF AGRICULTURE AND RURAL DEVELOPMENT		DATE:	March, 2023
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1	ALTERNATIVE AGRICULTURE PRODUCTION	N/A	Yes
	Data for the registered breeding		Yes
	Minute from the environmental inspectorate proving conformity with standards after investment realization		Yes
	Proof for registered capacities depending of the alternative agriculture production		Yes
2	PROCESSING OF ALTERNATIVE AGRICULTURE PRODUCTS	N/A	Yes
	Proof for performing activities		Yes
	Minute from the environmental inspectorate proving conformity with standards after investment realization		Yes
	Minutes from the State labor inspectorate for proving implementation of the occupational safety standarts		Yes
3	PRODUCTION OF FOOD NADAND BEVERAGES	N/A	Yes
	Proof for performing activities		Yes
	Minutes from the State labor inspectorate for proving implementation of the occupational safety standarts		Yes
	Minute from the environmental inspectorate proving conformity with standards after investment realization		Yes
4	MANUFACTURE OF NON – FOOD PRODUCTS	N/A	Yes
	Proof for performing activities/Central registry/DRD		Yes
	Minute provided by market state inspector proving compliance of the investment with the minimum mandatory national standards		Yes

		DOCUMENT:	05- UAPMFBEU -01.03.03
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	Minute from the environmental inspectorate proving conformity with standards after investment realization		Yes
	Minutes from the State labor inspectorate for proving implementation of the occupational safety standarts		Yes
5	<b>SUPPORT OF CRAFT ACTIVITIES</b>	N/A	Yes
	Registration as a handcraft producer and member of a crafts association Central Registry		Yes
	Minute provided by market state inspector proving compliance of the investment with the minimum mandatory national standards		Yes
	Minute from the environmental inspectorate proving conformity with standards after investment realization		Yes
	Minutes from the State labor inspectorate for proving implementation of the occupational safety standarts		Yes
6	<b>SUPPORT OF SERVICES FOR THE RURAL POPULATION</b>	N/A	Yes
	Proof for performing activities issued by Central registry		Yes
	Licence for local radio broadcasting, and/ or licence for local television broadcasting		Yes
	Proof from the Ministry of labour and social affairs: - Kindergarten - Elderly		Yes
	Minute from the environmental inspectorate proving conformity with national standards after investment realization		Yes
	Minutes from the State labour inspectorate for proving implementation of the occupational safety standards		Yes
7	<b>SUPPORT OF SERVICES TO AGRICULTURE</b>	N/A	Yes
	Proof for performing veterinary services issued by AFV		Yes
	Proof for preforming activities		Yes





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	Minute from the environmental inspectorate proving conformity with national after investment realization (for veterinary services and construction)		Yes
	Minutes from the State labor inspectorate for proving implementation of the occupational safety standards (for veterinary services and construction)		Yes
8	<b>SUPPORT OF RURAL TOURISM</b>	N/A	Yes
	Decision for providing catering services		Yes
	Consent from Municipality for register provider of rural accommodation		Yes
	Minute from the environmental inspectorate proving conformity with national after investment realization (for veterinary services and construction)		Yes
	Minutes from the State labor inspectorate for proving implementation of the occupational safety standards (for veterinary services and construction)		Yes
	Minute provided by market state inspector proving compliance of the investment with the minimum mandatory national standards		Yes
9	<b>PRODUCTION AND SALE OF RENEWABLE ENERGY</b>	N/A	Yes
	Decision for registration in the register of installation which use renewable energy sources		Yes
	License for performance of energy activities		Yes
	Proof for connecting to the transmission of distribution system		Yes
	Minute from the environmental inspectorate proving conformity with national standards after investment realization		Yes

### C. DOCUMENTS EX OFICIO:

1.	Document provided by Food and Veterinary Agency proving of the investment with the EU regulations and whole entity with the National standards regarding the animal welfare standards
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		DOCUMENT:	05- UAPMFBEU -01.03.03
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2,	Document provided by Food and Veterinary Agency Veterinary Agency proving compliance of the investment with the EU regulations and whole entity with the National regarding the food safety.
3.	Document proving that the recipient doesn't have outstanding financial obligations towards MAFWE for previous year

Additional documents:

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		VERSION:	1.0 2021-2027
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No. of assests	Type of asset	Quantity	Amount w/o VAT	Aid intensity	No. of invoice	Date of invoice

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Total:

The investments registered in the claim are actually finished.

The total amount of the investment is \_\_\_\_\_ denars.

The total eligible expenditure of the investment (amount w/o VAT) is \_\_\_\_\_ denars.

Aid intensity of the reimbursed grant is  60%,  70%, is equal to \_\_\_\_\_ denars

\_\_\_\_\_  
Recipient's name

\_\_\_\_\_  
signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Stamp