



## STEP-C INCUBATOR APPLICATION

Applicants are advised to return the completed Application Form to:  
SCIENCE AND TECHNOLOGY PARK OF CRETE (STEP-C),  
P.O. BOX 1447, 71110 HERAKLIO-CRETE, GREECE,

or electronically to: E-mail : [edap@stepc.gr](mailto:edap@stepc.gr)

### 1. GENERAL INFORMATION

COMPANY NAME:

NAME OF PERSON IN CHARGE:

ADDRESS:

YEAR OF FOUNDATION:

LEGAL STATUS:

CONTACT DETAILS

TEL.

FAX:

E-MAIL:

WEB SITE :

### 2. SUMMARY PROFILE

MAIN ACTIVITY (IES):

ANNUAL TURNOVER (AVERAGE OF THE LAST 3 YEARS):

PERSONNEL:

UNIVERSITY GRADUATES (%):

ANNUAL EXPENDITURE ON R&D:

PARTICIPATION IN R&D PROJECTS:

SERVICES OFFERED:

OTHER COMPANY'S INFORMATION:

### 3. BUSINESS STRATEGY

BUSINESS PLANS ANALYSIS

STRATEGIC COOPERATION WITH OTHER COMPANIES

INVESTMENT PLANS

### 4. INTEREST TO JOIN STEP-C

INTEREST TO JOIN STEP-C:	YES	NO
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REQUESTED SPACE (Office or Lab):

AREA OF SPACE (IN SQ.M.):

INTEREST TO PARTICIPATE IN THE MANAGING COMPANY OF STEP-C S.A.	YES	NO
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REASON (S) FOR THE INTEREST:

NON FOR PROFIT ORGANISATION:

### 5. DECLARATION

I confirm that the information I have given is true, complete and accurate

DATE OF APPLICATION:

SIGNATURE OF RESPONSIBLE PERSON:

#### Legal Note

**The information you provided is considered confidential. They will not be shared with third parties.  
Thank you and we look forward to receiving your application form.**

**Note:** The application must be accompanied by a summary Business Plan\* Should you need further information please contact Tel: +30 (2810) 391900

## **\*Suggested Business Plan Contents**

### **1. Summary**

### **2. General Business Description**

2.1 Mission

2.2 Competitive Advantages

### **3. Product/Service Description**

3.1 Description

3.2 Product/Service Development Process

3.3 Intellectual Property Rights, Patents

### **4. Market Analysis**

4.1 Marketing Strategies, Sales Plans & Projections

### **5. Customer Analysis**

### **6. Competition Analysis**

### **7. Management and Administration**

7.1 Short-long term

7.2 Management Structure, Human Resources, Motivation-Reward strategies

### **8. Operational Plan**

8.1 Production Process, quality

### **9. Finance**

9.1 Cash Flow

9.2 Financial Sources

9.3 Financial Plan

### **10. Appendix**