



**European  
Investment  
Project Portal**

*The EU matchmaking portal*

## **EBAN WINTER UNIVERSITY 2019 STARTUP APPLICATION INSTRUCTIONS:**

If you wish to be considered to be selected to participate in the 2019 EBAN Winter University, taking place on 25-26 November in Brussels, please **submit your investment project on the European Investment Project Portal (EIPP) by 30 September**, following the instructions below:

1. Open the link <https://ec.europa.eu/eipp/myeipp/myeipp/event/EBANWU19> and enter your EU Login details. If you do not have an EU Login, please create one on the same page.
2. After logging in, please complete all **3 parts of the application form (profile – organisation – project)**. You can submit more than one project per organisation/company.
3. On the second part of the application form (organisation), upload documents establishing the **company's legal entity** (e.g. registration extract) and any other relevant documents (e.g. recent audited financial statements, activity reports) detailing the activity of the company.
4. On the third part of the application form (project), upload a **Project Appointed Representative (P.A.R.)** letter. A template can be found in the "Support & information" tab of your dashboard, under "Templates library".
5. For the application to the event to be correctly submitted, **all required fields in the 3 sections must be completed**. Please note that **only complete submissions will be considered valid**. You will know that your application is complete once you receive an email confirmation indicating your unique EIPP reference number in the format EIPP-2019XXXX. Quote this reference number in all future communications with either the EBAN or EIPP team.

After submitting your application, you will be contacted by EBAN in October and notified if you have been selected to participate in the 2019 EBAN Winter University.

*The European Commission is committed to personal data protection. Directorate-General for Economic and Financial Affairs (in charge of EIPP) is processing your personal data under Regulation (EU) 2018/1725 for the purpose of this EBAN Winter University event. By submitting your project for this specific event, please note that your contact data will be transmitted to EBAN for the selection of participants.*

*EBAN applies its own privacy policies, which are in compliance with the General Data Protection Regulation (EU) 2016/679). You can find more detailed information on this link: <http://www.eban.org/privacy-policy>*



**European  
Investment  
Project Portal**

*The EU matchmaking portal*

*During the event photographs/pictures, presentations and/or audio and video recordings of speakers and participants may be taken. They may be published in the context of the event and in the framework of EIPP activities. Please note that that you assume full responsibility for the collection and or publication of pictures, audio visual recordings and/or for any other processing of personal data that you might carry out during the 2019 EBAN Winter University at your own initiative.*

*For more details on how your personal data is managed, please refer to [https://ec.europa.eu/eipp/desktop/en/Privacy\\_Statement.html](https://ec.europa.eu/eipp/desktop/en/Privacy_Statement.html)*