

**Input of Time - Salary Declaration Form**

If you have been approved Wages & Salaries as part of your Feasibility Grant you must provide a payslip and proof of payment i.e. bank statement for the time spent on the project.

However, in the case of company entrepreneurs / start-up companies where the founders are exclusively working on the grant aided project and not being paid by the company or do not have any other form of income, they can claim for a maximum of 12 weeks (60 working days) as input of time. To do so you must complete the salary declaration below.

A salary declaration form must be completed by each founder if claiming input of time.

If you are not working exclusively on this start-up project/business i.e. you are still in employment or have other business interests/income streams you cannot claim for input of time using the declaration form below. You will be required to list the dates that you are working on the project and provide evidence of loss of earnings.

To Enterprise Ireland Grant Payments Manager,

I ***(insert name of founder/promoter)***declare that I am working exclusively on this start-up business and not in receipt of any other income or employed elsewhere. The dates that I am claiming input of time are as follows:

From: **day/month/year**

To: **day/month/year**

Totalling: **X** weeks

The time and amount of money stated in this claim are true and accurate.

Signed:

Date: