**APPLICATION FOR FINANCIAL ASSISTANCE UNDER GLOBAL TRADE ACCELERATOR SUPPORT (GTAS) SCHEME 2025-2026**

# **INSTRUCTIONS TO APPLICANTS**

The Global Trade Accelerator Support (GTAS) Scheme provides financial assistance to Sri Lankan exporters to enhance their international market presence. Support is provided under two categories:

-**Category I:** Export Market Promotion – Max. of Rs. 550,000 per company per year

**-Category II:** Brand Registration and In-store Promotion – Max. of Rs. 1.25 Mn per company

per year

Financial assistance will be granted on a 50:50 cost-sharing and on reimbursement basis. Applicants must ensure they meet the eligibility criteria and submit all required documentation along with the application.

Please read the “Guideline-GTAS 2025-2026” carefully before filling the application

**1.0 Company/Product Information**

1.1 Company Name: ………………………………………………………….

1.2 Business Registration Number: ……………………………………………

1.3 Registered Address: ………………………………………………………..

1.4 Date of Incorporation: ……………………………………………………...

1.5 Date of Commencement of Exports: ………………………………………..

1.4 Contact Person: ……………………………………………………………....

1.5 Designation: ……………………………………………………………..

1.6 Telephone:………………………… Email: …………………………………………

1.6 Type of Business: (Please tick the relevant cage)

Manufacturer/Producer

Trader only

Other (please specify)

1.7 Legal Status: (Please tick the relevant cage)

Sole Proprietor Partnership

Public Ltd. Private Ltd.

Foreign Collaboration

Other (please specify) …………………………………………………………..

1.8 Name of the Parent Company: (If applicable) …………………………………….…….

1.9 Name/s of subsidiary Company/ies: ………………………………………………….

1.10 Ownership (Equity): Local: …………. % Foreign: …………..%

(If a foreign collaboration, please submit the Auditor’s Certificate to confirm the share ownership.)

1.11 Names of Directors:

1. ……………………………………..

2. ……………………………………..

3. ……………………………………..

4. ……………………………………..

1.12 Number of employees:

Managerial: ……………… Others: ………………. Total: ………………..

1.13 Product/Service: ……………………………………………………………………

1.14 Sales Turnover (within the period of last 3 years) :

|  |  |  |
| --- | --- | --- |
| **Year** | **Export Sales Turnover**  **Rs. Mn.** | **Total Sales Turnover** **Rs. Mn.** |
| 2024 |  |  |
| 2023 |  |  |
| 2022 |  |  |

1.15 Product/s and Production capacity (last year):

Year: ………………………………..

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Product/s** | **Annual capacity –Volume (indicate the unit of measurement)** | **Capacity utilized-Volume (indicate the unit of measurement)** | | **Extra capacity-Volume (indicate the unit of measurement)** |
| **Local** | **Export** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1.16 Investment in fixed assets as per the latest Statement of Accounts:

|  |  |
| --- | --- |
| **Description** | **Amount (Rs. Mn.)** |
| Land and Building |  |
| Plant Machinery & equipment |  |
| Other fixed assets |  |
| **Total** |  |

Note: Please attach a copy of the Balance Sheet in respect of the latest Audited Statement of Accounts

**2.0 Information related to Assistance required**

2.1 Export marketing plan of the Company: (including export targets, New Market Entries and Expansion Strategies, R&D, Unique Selling Points (USPs) .Please use a separate sheet if necessary)

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

2.2 Programme/activity, EDB assistance is requested at present under this Scheme: (Please tick only the relevant cage)

|  |  |  |
| --- | --- | --- |
| 1 | Participation in Trade Fairs/Exhibitions |  |
| 2 | Obtaining international standards, certifications, or complying with market regulations |  |
| 3 | Listing in Supermarkets and In store promotions |  |
| 4 | Registration of Sri Lankan brands/Trade Marks |  |

Please provide detailed information for 2.3 to 2.6 in relation to the programme/activity selected by you in 2.2 above

2.3 Details of the proposed programme in 2.2 (including brief of the program, products to be promoted, etc. (Please use separate sheets if necessary)

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

2.4 Date/Time Period of implementation of proposed programme/activity:

From: ………………………….. To: ………………………………

You are requested to submit original payment confirmation documents (Performa invoices & receipts,) within a month of completion the program.

2.5 Total cost of the proposed programme/activity

|  |  |
| --- | --- |
| **Description of cost items** | **Cost**  **Currency:……….** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total** |  |

2.6 Expected Benefits/outcome from the proposed programme/activity:

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..

2.7 Whether the above programme is assisted / sponsored by any other organization:

Yes No

If yes, indicate the name of the organization and the type of assistance/sponsorship available to you. ……………………………………………………………………………………………

**3.0** **Export performance of the company**

(Please indicate recent 3 year period beginning with the latest year. Use separate sheet if necessary)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **Product/s** | **Exports** | | **Major Export Markets** |
| **Volume (with unit of measurement)** | **Value Rs. Mn.** |
| 2024 |  |  |  |  |
| 2023 |  |  |  |  |
| 2022 |  |  |  |  |

**4.0 EDB Assistance received by the applicant**

4.1 EDB assistance received during last 2 year period and the current year:

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Assisted Programme/Activity** | **Amount received from the EDB (Rs.)** | **Remarks/Results achieved** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

4.2 Do you have any outstanding loan payments to be made to the EDB:

Yes No

If yes, please give the details.

…………………………………………………………………………………………………………………………………………………………………………………………………............

Payment or withholding payments under this Assistance Scheme shall be made at the absolute discretion of the Sri Lanka Export Development Board (EDB) on the availability of funds. The decision of the Chairman / CEO, EDB in regard to all matters related to the assistance shall be final and conclusive.

EDB reserves the right to reject any application for assistance/payment in the event of being found that the information given is false, inaccurate or inconsistence with any official information and also to disqualify the grantee to receive any grant, payment, financial assistance or any facility from the EDB.

**Certification:**

I/We hereby certify that the information furnished above is true and correct.

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature |
| Name Designation For and on behalf of applicant  Company | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |