

PLEASE MAKE EVERY EFFORT TO PROVIDE CONCISE, COMPLETE AND ACCURATE INFORMATION ON YOUR PROJECT.

Please read carefully the instructions and guidelines for completion and submission of this form, which can be found at the end of this document.

Requests regarding completion and submission must be addressed to the EIPP Helpdesk at eipp-helpdesk@ec.europa.eu.

Country*

Organisation Identification

Organisation Name*

Legal Form*

Does your organisation have a VAT number?

VAT :

Does your organisation have a National ID?

National ID :

Status*

Company size

Address*

City*

[Click here to add a logo](#)

Postal code*

Main Phone*



Contact information

First Name*

Last Name*

e-mail*

This e-mail address is already used for ECAS authentication (= European Commission Authentication Service)

Main Phone

Project Description

Project name*	<input type="text"/>			
Short description* (200 chars)	<input type="text"/>			
Description* (500 chars)	<input type="text"/>			
<i>Click here to add a project image</i>	<input type="text"/>			
Main EU country*	<input type="text"/>	Main region*	<input type="text"/>	
EU country 2	<input type="text"/>	Region 2	<input type="text"/>	
EU country 3	<input type="text"/>	Region 3	<input type="text"/>	
Other countries	<input type="text"/>			
Estimated cost* (Million EUR)	<input type="text"/>	Expected start*	<input type="text"/>	
Project type*	<input type="text"/>	Asset Ownership*	<input type="text"/>	
Economic Rationale (1250 chars)	<input type="text"/>			
Sector 1*	<input type="text"/>	Sector 2	<input type="text"/>	
Project status*	<input type="text"/>	Other status	<input type="text"/>	
Existing/potential bottlenecks for the realisation of the project (500 chars)	<input type="text"/>			
Revenue type	<input type="text"/>	Other revenue	<input type="text"/>	
Localization	Latitude	<input type="text"/>	Longitude	<input type="text"/>

Ex: Luxembourg coordinates are the following (Latitude=49,815273, Longitude=6,129583)

Project Financing

Is there self-participation? % of Self-participation Would you like to publish your self-participation?

Financing source(s) Percentage of financing secured

Financing details
(500 chars)

Have you applied or intend to apply for EU or EIB financing?

EU Financing
details
(500 chars)

Project Additional information

Web link 1
(255 chars)

Web link 1 title

Web link 2
(255 chars)

Web link 2 title

Additional
information
(750 chars)

I have read and agreed the Terms and Conditions

I hereby declare that I am not aware of any non-compatibility of this project with EU or national member state law.

PLEASE CHECK THE ACCURACY OF THE INFORMATION BEFORE SUBMITTING THIS FORM.

By submitting this form, you acknowledge the accuracy of information provided and agree to the Terms and Conditions for the use of the European Investment Project Portal (EIPP). Upon submission, the information provided will not be editable before the launch of the EIPP. For any modifications before the launch of the Portal, please contact eipp-project@ec.europa.eu.

Instructions and Guidelines for completing the EIPP Project Form

The **European Investment Project Portal ("EIPP")**: is a web portal enabling EU based project promoters to reach potential investors worldwide¹.

In order to submit this form you must click on the "Submit by e-mail" button in the form itself. This action will perform a technical check for the form's completeness, will make the PDF file view-only (locked for editing) and will attempt to use your default email client in order to send the form to eipp-project@ec.europa.eu. PDF files which are not view-only will not be processed further.

If a form is received in an EU official language other than English, the European Commission will provide and publish a free translation into English, for information purposes only. The original language version of the project form will be the authentic version of the project on the EIPP.

EIPP Terms and Conditions: are included in the form. For any information, enquiries or requests you may contact the EIPP Helpdesk by e-mail at eipp-helpdesk@ec.europa.eu.

The Project Application Processing Fee for private promoters is EUR 100 during the initial phase. Payment details will be sent after a complete PDF form is received.

The form is compatible with [Adobe Reader \(version 10 or later\)](#).

All fields marked with an **asterisk (*)** are mandatory. Some fields not marked with an asterisk may be required depending on the values of other fields (e.g. if you indicate that you have a VAT number then the VAT number field becomes mandatory).

Country: a drop-down list with all EU Countries is included in the form. If you believe that you should add a different entry, please send your request to eipp-helpdesk@ec.europa.eu.

Organization Identification Section

Please fill out the **Organization name***, **Legal form***, **VAT** or **National ID** fields. Legal entities must enter at least one national registry number (VAT or National ID fields). Exceptions are only possible for public bodies. The value 'Unknown' in the field 'Legal form' should be selected for public bodies or business entities which are not defined in the drop-down list.

Public body: any legal entity established as public body by national law, or an international organization. More specifically, the legal entity must be (i) incorporated as a public body in the act of creation, or recognized as a public body by national law, and (ii) governed by public law. Public bodies may act under and be subject to private law for some or most of their activities. A legal entity that has a public service mission but which was established under private law is not considered to be a public body.

Project promoters should submit the following documents in addition to this Form: a scanned copy of a registration extract for private promoters; a copy of the act, law, decree or decision that established the organisation as a public body (or, if this does not exist, any other official document that proves this) for public promoters.

Company size: is an optional field. SME companies have a headcount (staff) ≤ 250 *and* either an annual turnover ≤ EUR 50 million or a balance sheet total ≤ EUR 43 million. Mid-cap companies are considered to have between 250 and 3 000 employees.

Contact information is needed for future communication on the project. This information will not be visible. If investors or other parties are interested in your project, they can contact you through an online contact form. This way, you will be able to see the inquirer's contact details, however they will not be able to see yours. This will allow project promoters to avoid unsolicited contacts. Please make sure that the indicated contact person is available to answer or coordinate project-related inquiries. In case of a change in contact details, please inform us by email at eipp-project@ec.europa.eu.

Once the portal goes live, the contact person in this section will become the Legal Entity Appointed Representative (LEAR) for the Organisation. This person will be responsible for the organisation's management inside the EIPP system (e.g. for management of access rights on the project). At a later stage, a certificate confirming that the contact person is entitled to represent the organisation will be requested.

The use of a **Logo** (in JPG, PNG or GIF) to visually enhance your project/

promoter presentation is recommended. Minimum permitted dimensions are 100x100 pixels (best in square format), while the uploaded file should not exceed 200 Kb. Example (European Commission Logo) ⇨



The European Commission uses an email-based secure authentication system called **ECAS** (European Commission Authentication Service) to identify each individual user for all of its online services, including the EIPP. Please confirm via the form whether you already have an **ECAS account**. Your account will allow you to access the portal as soon as it goes live.

If you do not have an account yet, you will be asked at a later stage to create one by following the instructions provided on http://ec.europa.eu/visits/documents/ecas-step-by-step_en.pdf.

Project Description Section

Short project description: is intended to appear in search results or in summary tables. The long **Description** will appear in the Project Fiche. The fiche is a project summary webpage based on your input.

In addition to the Logo, we recommend to upload a **Project image** (in JPG, PNG or GIF format), to visually enhance your project presentation. Minimum permitted dimensions are 1000x200 pixels (ratio 5*1 is important!), while the uploaded file should not exceed 1 MB. Example ⇩



This image may also contain (a combination of) a scheme, map or any other promotional visual (non-video) material.

Main EU country: is the EU Member State where the majority of the investment is expected to take place. In case of a cross-border project, please complete the subsequent fields. Cross-border projects with non-EU countries are permitted as long as the investment also benefits and takes place, at least partially, in an EU Member State, which should be described in the **Description** field.

Estimated cost: should be at least EUR 10 million as per Commission Decision 2015/1214. Similar, smaller projects can be combined into a single project or programme as long as a project promoting party (coordinating entity) submits a single EIPP project form.

Projects registered on the EIPP must start within three years of their submission, which limits the value to the **Expected start** field.

Economic rationale: explains why investors should consider investing in your project. Example ⇩

Existing passenger demand for the Luxembourg-Brussels train service is estimated at 10 million annually, with largely stable seasonal variations: a decline in business traffic during summer compensated by an increase in vacation traffic. Limited competition: slow existing train services (2:40 – 3 hour existing service) and airplane service, expensive limo and private airplane shuttle service. Idle capacity can be filled in by cargo trains, especially for higher-value cargo, connecting the line to the Luxembourg Airport Cargo service, which has an established leadership position in the EU. Project construction time: three years. Expected investment pay-back period: 15 years. Three financial projection scenarios have been developed. Estimates of returns to investors (for different envisaged layers of financing, senior, mezzanine, equity) available upon request.

You should select between one and two **Sectors** for your project from the 25 listed options.

You are invited to disclose any **Bottlenecks / impediments** for the realisation of your project.

Location of the project: will be displayed on an interactive project map. You may use <http://www.latlong.net/> (may not work with some versions of Internet Explorer) to get the location coordinates of your project.

Project financing section: provides you with an option to disclose information on any partial financing for your project that has already been secured. Filling out this information is optional, but investors are likely to consider more seriously projects in which part of the financing is already provided by project promoters or other entities/investors.

Additional project information: provides you with an option to share any project information, e.g. construction arrangements, project structuring/risk sharing, etc. You are encouraged to provide information on how your project fits the EU's goals of creating employment, stimulating economic growth, achieving a more integrated common market, promoting the digital economy, etc.

¹The EIPP was established under regulation (EU) 2015/1017 of 25 June 2015 and Commission Decision (EU) 2015/1214 of 22 July 2015 creating the EIPP and setting out its technical specifications