



## APPLICATION - LAND

The information supplied by the applicant will be used solely for the purpose of processing this application. Please be advised that the provision of accurate and comprehensive information will expeditiously facilitate the processing of your application.

Applicants are asked to complete all sections of this application form if a particular section is not applicable to your operations please insert the term "not applicable" do not leave any blank spaces.

All documents submitted with this application form will be deemed confidential information and e Teck guarantees that there will be no disclosure of the information contained therein to a third party without the applicant's consent.

All documents submitted with this application form will be retained by e Teck for its records.

Applicants please note that the completed application form is to be emailed to e Teck.

Applicants please note that the following documents are required to accompany your application:

**Copies of the following documents:**

- Certificate of Incorporation and Certificate of Continuance (where applicable)
- Notice of Last Registered Address
- Articles of Incorporation and Company By-Laws
- List of Directors and Principal Officers

Brochures and/or photographs, of the intended products or services and where applicable, indicate those products or services which are innovative to Trinidad and Tobago or which your organisation is an improvement upon products or services already available.

A sketch plan outlining a schematic of your proposed site layout including plant, machinery and equipment, giving approximate dimensions and parking requirements for cars, heavy vehicles, containers or trailers and loading and unloading spaces.

A letter from a bona fide financial institution indicating that your organization is in good financial standing and/or your company's most recent audited financial statements.

These documents can be forwarded to:

**e Teck**  
9-15 e Teck Boulevard  
TAMANA INTECH PARK  
Wallerfield

For more information please contact:-

Tel.: 1 (868) 224-1989



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## 1. LOCATION

Application for Land Accomodation:

Fredrick Extension    Reform    Factory Road    Dow    Endeavour Business Park  
Point Fortin    Preysal    Other \_\_\_\_\_

## 2. COMPANY PROFILE

_____		_____	_____
Name of Company:		Date of Incorporation	Country of Incorporation
_____		_____	_____
Registered Address		Town / City	Country
_____		_____	
Name of Contact		Position	
_____		_____	
Mailing Address		Town / City	Country
_____		_____	
_____	_____	_____	
Telephone Number(s)	Fax Number(s)	Email Address	

## 3. PROSPECTIVE OPERATIONS

Please give a full description of your intended operations: (e.g. the manufacture of?..)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 4. MANUFACTURING PROCESSES

Describe all intended manufacturing processes (diagrams and flowcharts can be used):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please note that all applicants are asked to submit copies of the following documents: Certificate of Incorporation and Certificate of Continuance (where applicable), Notice of Last Registered Address, Articles of Incorporation and Company By-Laws and List of Directors and Principal Officers and may be required to submit further information as determined by e Teck in processing the application.



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## 5. PRODUCTION OUTPUT

Attach brochures and/or photographs of the intended products or services and where applicable, indicate those products or services which are innovative to Trinidad and Tobago or which are an improvement upon products or services already available.

**Production output details for the Initial/ Startup Stage (\$TT):**

Type of Product/ Service	Volume of Production (Qty)	Market Share (Local) %	Market Share (Export) %	Annual Value Local Market	Annual Value Export Market

**Production output details for Full Production Mode (\$TT):**

Type of Product/ Service	Volume of Production (Qty)	Estimated Market Share (Local) %	Estimated Market Share (Export) %	Estimated Annual Value Local Market	Estimated Annual Value Export Market

Indicate an estimated time for achieving both initial and full production modes from the date of site possession: *(please give an answer in terms of months)* \_\_\_\_\_

Do you currently operate an existing facility? please indicate:      Yes      No

Address of existing facility: \_\_\_\_\_

Telephone/Fax Number: \_\_\_\_\_

## 6. RAW MATERIAL

Please indicate the percentage of local and foreign raw material content used in your manufacturing process: \_\_\_\_\_% Local Content and \_\_\_\_\_% Foreign Content

Indicate the main source(s) of supply of any imported raw material: \_\_\_\_\_

## 7. LABOUR

An estimate of your labour requirements for both the initial and full production stages:

	Initial/Startup Stage	Full Production Mode
Managerial and Supervisory		
Non supervisory Administration		
Skilled/ Professional workers		
Unskilled workers		
Others		
Total Labour requirement		
<b>Requirements by Gender:</b> Male		
Female		
Permanent Jobs Expected		
Temporary Job Expected		



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## 8. ENVIRONMENTAL EVALUATION

State the type of effluent and other waste generated by your manufacturing process:

Type of effluent	Daily production (please specify units of production)	Chemical Properties and degree of toxicity	Proposed method of Treatment and/ or Disposal
Solid Waste			
Gaseous Waste			
Liquid Waste			
Others			

*All tenants must install waste disposal bins at their own cost. Where applicable, tenants must install grease and / or chemical traps at their own cost. All installations must be inspected by e Teck.*

## 9. LAND AREA REQUIREMENTS (IN SQUARE FEET)

*Floor area of proposed building operations (to be completed by all applicants)*

Function	Ground Floor	Upper Floor	Total Floor Space
Administration			
Manufacturing			
Covered Storage			
Others (Please specify)			
Total Floor Area Required			

Specify Ceiling Height required (measured from the ground floor in FEET): \_\_\_\_\_

Give an estimation of the following:

Land Use	Area (square feet)
Building Area	
Open Storage area for containers	
Special external structures e.g. storage tanks	
Car Parking and Loading requirements	
Total Land Area Required	

*Applicants are advised that current planning standards for buildings on light industrial parks requires a minimum setback of 24 feet from the front boundary, 11.5 feet from the side boundaries and 15 feet from the rear boundary line.*

Preferred dimensions of land : ( in feet) Frontage \_\_\_\_\_ x Depth \_\_\_\_\_

Please attach a sketch plan outlining a schematic of your proposed site layout including a layout of plant, machinery and equipment, giving approximate dimensions and parking requirements for cars, heavy vehicles, containers or trailers and loading and unloading spaces.



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## 10. VEHICLE VOLUME

State the approximate number of vehicles required by your operation per day:  
(inclusive of staff, customers and clientele)

Vehicle Type	Initial/Startup Stage	Full Production Mode
Passenger Cars		
Trucks/ vans		
Containers		
Total		

Indicate the number of such vehicles owned or operated by the applicant: \_\_\_\_\_

Indicate the approximate no. of parking spaces required at both the initial and full production stages: \_\_\_\_\_

## 11. UTILITY REQUIREMENTS

Please indicate your requirements for water and electricity consumption per month:

Utility	Manufacturing	Non-Manufacturing/ Services
Water (Litres)		
Electricity (Kilowatts)		
Natural Gas (measured in millions of cubic feet per day)		

Please note that all tenants will be provided with a basic electricity infrastructure consisting of a 3.3KV to 12 KVhigh voltage phase and a 110-120V / 220-240V single phase low voltage. (Subject to Change and Variation per Factory Shell.) Any modification of the above to satisfy the operation of specialized machinery will be the responsibility of the individual tenant.

### ESTIMATED TIME OF COMPLETION OF CAPITAL EXPENDITURE

	Estimated Time of Completion (months)	Estimated expenditure TT\$
Building		
Machinery, Plant and Equipment		
Others (specify)		
Total expenditure		

Please indicate your proposed sources of Finance for the total expenditure as stated above:

New and /or existing equity \_\_\_\_\_

Banks/Financial Institutions \_\_\_\_\_

Others (Please specify) \_\_\_\_\_



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### 12. OTHER INFORMATION