# LETTER OF CONFIRMATION

This letter is to confirm that I

Name: Please enter data

Adress: Please enter data

has accepted the role of the Assessor under the Priority Axis 1 of the 1st Call for proposals of the Interreg V-A Slovakia-Hungary Cooperation Programme. In addition, I hereby certify that I will take part in the Training for Assessors on the following date:

|  |  |
| --- | --- |
| **Training in Hungarian language** | |
| 20th of April – 10:00 |  |
| 25th of April – 10:00 |  |
|  |  |
| **Training in Slovak language** | |
| 21st of April – 14:00 |  |
| 24th of April – 14:00 |  |

*(Please mark the relevant field!)*

Trainings are going to be held in the Meeting room on the 3rd floor of the Széchenyi Programme Office building in Budapest, Szép u. 2 (Uniqa Plaza). Please note that the participation on the training is prerequisite for becoming an assessor.

Service contract will be signed between Széchenyi Programme Office Nonprofit Ltd. on behalf of Joint Secretariat and assessor. Please fill in the following data sheet regarding your contracting data. Please fill and send the Word form in original version to the [info@skhu.eu](mailto:info@skhu.eu) e-mail address as soon as possible but not late than 18th of April, 2017.

*Annex I. – Data sheet*

# DATA SHEET

#### Contact data

|  |  |
| --- | --- |
| Name | Please enter data |
| Phone number | Please enter data |
| E-mail | Please enter data |

#### Fill in in case the contract is to be concluded with company/business organization

|  |  |
| --- | --- |
| Official name of the company/business organization | Please enter data |
| Registered address of the office | Please enter data |
| Company registration number | Please enter data |
| EU tax number | Please enter data |
| Name of the representative | Please enter data |
| VAT reclaimer or non VAT reclaimer | Please enter data |

#### Fill in in case the contract is to be concluded with private enterprise (živnostník/egyéni vállalkozó)

|  |  |
| --- | --- |
| Name of the private enterprise | Please enter data |
| Date and place of birth of the private entrepreneur | Please enter data |
| Address | Please enter data |
| Private entrepreneur registration number | Please enter data |
| EU tax number | Please enter data |
| VAT reclaimer or non VAT reclaimer | Please enter data |

#### Fill in in case the contract is to be concluded with private person having tax number\*

|  |  |  |
| --- | --- | --- |
| Name of the private person | | Please enter data |
| Birth name of the private person | | Please enter data |
| Date and place of birth of the private person | Please enter data | |
| Mother’s name of the private person | | Please enter data |
| Address | | Please enter data |
| Tax number | | Please enter data |
| Social service number | | Please enter data |

*\*Please note that if you conclude the contract as a private person and do not have a Hungarian tax number, a residence certificate is required (for tax purposes). The residence certificate shall be issued by the competent tax authority of his/her country (Slovakia), preferable in English (if the competent tax authority issues the residence certificate both in Slovak and English). If your tax residence is in Slovakia, you have to pay taxes regarding the fee determined in the service contract in Slovakia.*

#### Bank information

|  |  |
| --- | --- |
| Bank name | Please enter data |
| Bank address | Please enter data |
| Bank account number | Please enter data |
| Swift code | Please enter data |
| IBAN | Please enter data |