Reference No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Office use only)

**Business Incubation Centre**

**Application Instructions for Start-ups**

Thank you for your curiosity about our Business Incubation Centre (BIC). Please note the instructions for your application as below:

1. The BIC will support business start-ups for a period of 1 year that may be extendable.
2. The form should be completed by the Principal Applicant.
3. Applicants must have a business idea.
4. Applicants must have a business plan and ready to share with Selection Committee.
5. Application with asked documents (Business Plan, CNIC, etc.) should be submitted electronically to [***bic@nu.edu.pk***](mailto:bic@nu.edu.pk)or delivered through post as mentioned to Director ORIC.
6. Principal Applicant is required to provide name and contact details of a guarantor.
7. You will be notified within 14 days of the outcome of your application.
8. Please ensure that all sections of the proforma are duly completed. Indicate NA (not applicable) where appropriate.

**Application Proforma**

(Information submitted will be held in confidence)

**Section I**: **Basic Information**

1. Name of Principal Applicant:
2. Date of Birth:
3. CNIC (Attach Copy):
4. NTN (if available):
5. Cell Number:
6. Email ID:
7. Affiliation with FAST NU: (1) Student (2) Alumni (3) Faculty
8. Academic Degree with Year of Graduation:
9. Specialization:
10. Current/Last Job Title:
11. Postal Address:
12. Permanent Address (Parental Residence - if different from above):
13. Guarantor’s Name:
14. Guarantor’s CNIC (Attach Copy):
15. Guarantor’s Contact number:
16. Guarantor’s Postal Address:

**Section II**: **Idea Snapshot**

1. Business Idea Title:
2. Sector

(1) Education (2) Health (3) IT Services (4) Telecommunications

(5) Agriculture (6) Renewable Energy (7) Other (Mention) \_\_\_\_\_\_\_\_\_\_\_\_

1. Explain your Idea (Product or Service):
2. Describe the Target Market:
3. Elucidate Competitive Position:
4. Current development status of product or service (Idea / Prototype / Patent):
5. Anticipated / planned timeline of product or service development (6/12/18 months):
6. Financial Planning
   1. Total funds needed for:
      1. Product or Service development
      2. Product launch (with marketing)
   2. Funds held:
   3. Any funding avenues explored / approached (Government / VC)?
7. Legal Status: (1) Sole Proprietorship (2) Partnership (3) Limited Company (4) Idea only
8. If Registered, please enter details below: (If only business idea, mark NA)
9. Team Members (***Must have affiliation with FAST NU***):

**Name Title Organization**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Section III**: **Declaration by Principal Applicant**

*I, hereby declare that the information provided in this application form is true and correct to the best of my knowledge.*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Principal Applicant)

**NOTE:**

Please post application and / or email with business plan and summary, and management team biographies to:

**Director ORIC**

EPIC LAB 213, FAST NU Islamabad,

A.K Brohi Road, Sector H-11/4

Islamabad (44000) Pakistan.