

**The necessary documents for the accompanying of the Public Projects via the 4GF:**

1. The copy of the minutes of the board of directors of the public company, or the letter of the concerned Ministry authorizing the search the funds for its activities and the appointment of a representative (preferable among officials of the company or the ministry) having the right to continue all negotiations until the completion of the project (s) and to sign all relevant documents,
  - i. The latest statutes and the last registration of the public company, mentioning the role and function of the applicant within it,
  - ii. The power summary and responsibilities of the ministry concerned.
  - iii. The irrevocable official mandate with full powers, if the representative (Physical Person) is appointed outside the public company and / or the Ministry.
2. The business plan of the project with all the studies.
3. The accompanying application form named SPA duly completed and signed by the legal representative of the public company concerned or by the representative of the Ministry concerned.
4. The form called CRF "Client Registration-Form" duly completed and signed by the legal representative of the public company concerned or by the representative of the Ministry concerned.
5. The color photocopy of the passport of the person designated as the legal representative of the public company in the minutes or the person designated as the legal representative in the letter of the concerned ministry.
6. The Project Mortgage Promise for Regular Repayment of Maturities.
7. The letter of request on the public company header, or the concerned ministry, in which, the applicant would have to present the following information:
  - 7.1. The summary of the activities of the company,
  - 7.2. The financial need for the project,
8. Other information and additional documents that may be useful for the file. (This paragraph is not obligatory)

**Important reminders:**

1. It is necessary that all documents be prepared preferably in English and in French and sent only in one batch for the national or regional management concerned with a Cc. for the President of ACEIDD. If not, directly for the President of ACEIDD. No answer will not be given to the incomplete files and applicants who are not true project owner and they will be classified without associative continuation.
2. The project owner does not need to submit contributions and bank guarantee, but, it is necessary that he has the economic capacity in order to assume the costs of the implementation of the 4GF's procedure which will be explained to him and / or communicated from his first contact and an evidence of funds could be requested.

➤ 1. Download > [Form SPA](#)

2. Download > [Form CRF](#)