

ATA Regional Business Plan Competition 2007

Terms & Conditions

Article 1 - The objectives of the competition

- a. The ATA Regional Business Plan Competition aims to encourage entrepreneurship among students and recent graduates in the Western Balkan region, and aims to foster a culture of practical business oriented thinking at the participating faculties.
- b. The ATA Regional Business Plan Competition contributes to achieving the objective mentioned under 1.a. by training students and recent graduates in the process of creating and evaluating new business ventures and by preparing them for entrepreneurial activities in their careers.
- c. The ATA Regional Business Plan Competition contributes to achieving the objective mentioned under 1.a. by providing a platform for representatives from the public and private sector – including academic staff, students and recent graduates from the participating faculties – that can serve to foster friendly economic and academic relations throughout the Western Balkan region.
- d. By participating in the ATA Regional Business Plan Competition, participants endorse the objectives mentioned under 1.a. b and c. and will act in accordance with these objectives.

Article 2 - Participants

- a. Participants must be individual senior students in their third year of studies or higher, or recent graduates who graduated maximum three years before submission of the business concept, of the participating faculties (see Article 2.c.) or a team of maximum 5 individuals of which the official applicant and contact person (see article 2d below) must be a student or recent graduate of one of the participating faculties.
- b. All participants (or team members) must be citizens of one of the following countries/regions: Bosnia Herzegovina, Kosovo, Macedonia, Montenegro or Serbia.
- c. The following faculties participate: University of Tuzla, Faculty of Economics; University of Belgrade, Faculty of Economics; University of Bitola, Faculty of Economics (Prilep); University of Pristina, Faculty of Economics; University of Montenegro, Faculty of Economics.
- d. Participants can work in teams of maximum 5 individuals, but the concept must be submitted by one student or recent graduate. This student or recent graduate acts as the official applicant and contact person for the organisation of the competition.
- e. Each participant is bound by these terms and conditions. The contact person or official applicant is bound by these terms and conditions if the concept or plan is submitted by a team.

Article 3 – Participation

- a. Participants may enter the competition only at the beginning of the first round before the given deadline of 15 May 2007.
- b. Participants who enter the contest must submit a completed business concept form available at the ATA website before the under 3a. mentioned deadline. The BPC Selection Committee (see Article 7 below) does not evaluate incomplete business concept forms or business concepts forms that have been submitted after the deadline.
- c. Participants must agree with the terms and conditions of the competition, and declare to have read them and explicitly agree with them via the business concept form.

- d. Participants may submit only one business concept (in round 1) and one full business plan (in round 2). Additional submissions, even if submitted before the deadline, will not be evaluated by the BPC Selection Committee.
- e. Participation in the Business Plan Competition includes participation in a Business Plan Writing Course of the participants (or official contact persons, in case of participating teams), which will be organized by ATA for participants in round 2. Participation in this Course is compulsory. Refusal to participate in this course may result in disqualification of further participation in the Business Plan Competition.
- f. Participation in the Business Plan Competition is free of charge.
- g. ATA and the BPC Selection Committee at all times reserve the right to disqualify a participant, without the obligation to state the reasons.

Article 4 - Submissions

- a. The BPC will consist of two rounds. For the first round participants must submit a complete business concept using the business concept form. In the second round, the 20 participants that submitted the best business concepts (to be judged by the BPC Selection Committee, see article 7 below) will be invited to develop the business concept into a complete business plan. Submissions should be in English. All correspondence hereinafter will be carried on in English.
- b. The maximum number of pages of text in the first round (deadline 15 May 2007) is 10 pages including the instruction text. The maximum number of pages of text in the second round is 25 pages including annexes. The BPC Selection Committee will not evaluate any business concepts or plans larger than the indicated maximum number of pages.
- c. Submissions should have commercial and innovative value. A commercial concept provides self-sustainability of the business in the long term. An innovative concept provides a solution for a new need, or offers a new way of fulfilling an existing need. The concept makes a clear advancement compared to existing products, services or technologies. The BPC Selection Committee will decide on the commercial and innovative value. Additional information on the main selection criteria will be published on the ATA website. .
- d. Participants must be the intellectual owners of their submissions. In case participants base their submissions on an existing company, they must have the consent of the owner(s) of this company for exploitation of the concept. On entering the second round, participants that are not the intellectual owner(s) are required to submit a statement from the owner(s) regarding the intellectual property of the business plan, indicating permission to use it for the purpose of the Business Plan Competition. Participants shall indemnify ATA against any third-party cause of action based on the claim that ideas, names, and/or knowledge used by the participant himself infringe an intellectual or industrial property right.
- e. Persons or organizations that have contributed directly to the development and/or implementation of the submissions must be named in the respective submissions.

Article 5 - Privacy

- a. The BPC Selection Committee (see Article 7 below), trainers, involved members of the organization and all other stakeholders that are exposed to the business concepts or business plans in whatever phase of the competition will sign a “declaration of confidentiality”. The declaration of confidentiality of all members of the selection committee, the trainers, the coordinators and the contest organization can be viewed on the website and a signed version can be requested from the organization.
- b. Persons signing the “declaration of confidentiality” will take the utmost care in handling the submissions, and will guarantee the utmost confidence. However, the organizers do not

- accept liability for misuse, theft, the annulment or the loss of the submissions, except in the case of gross negligence.
- c. Submissions remain the property of the legal owner. Participants agree to accept that submissions will not be returned to them and accept that their personal data will be available for statistical purposes. The contest organization will destroy submissions only after a written request from the participant.
 - d. Winners commit themselves to cooperate with the contest organization for the purpose of a press conference regarding the prize awards. Each contestant of the second round will be asked to write a short summary for publicity purposes.

Article 6 - Organization of the Business Plan Competition

- a. The Regional Business Plan Competition is organized by ATA, within the framework of its Regional Private Sector Development Project 2005-2007.
- b. ATA will pre-screen all submissions before evaluation by the BPC Selection Committee. ATA reserves the right to exclude submissions that do not meet the terms of the particular round.
- c. ATA retains the right to postpone or change the length of procedures and deadlines for submissions.

Article 7 - Evaluation of submissions

- a. A BPC Selection Committee will be selected by the ATA, consisting of business development experts. The BPC Selection Committee is fully and solely responsible for the selection of winning business concepts (in round 1) and business plans (in round 2).
- b. The BPC Committee will evaluate all submissions against criteria, that will be established by ATA and communicated to participants at the beginning of each round and published on the ATA website.
- c. All participants will be notified of their evaluation and comments from the BPC Selection Committee.
- d. Winning business plans in the second round of the BPC may be invited to present their business plans in person to the BPC Selection Committee. By participating in the Business Plan Competition, participants agree to respond positively to such an invitation.
- e. The BPC Selection Committee retains the right to not award any prizes at all. Such a decision will be followed by a communiquéé to all participants explaining the reasons for such a decision.

Article 7 - Prizes

- a. ATA will provide the 3 winning business plans with prize money to serve as seed capital to start up their business. Prize money that is awarded should only be assigned to the actual execution and implementation of the business plan;
- b. Winning participants must appear in person for the prize award ceremony (expected at the end of 2007). They will be notified of the date of this ceremony in due time.
- c. The authors of the three winning business plans will be asked to submit to ATA an action plan for the first year of operation of their business. This action plan should be in consistency with their winning business plan, as submitted during the Business Plan Competition. Up to 75% of the expenses of this first year can be financed by ATA with the available award money, as long as this is not more than 10,000 euro per plan. The exact procedure for paying the prize money will be communicated and agreed with the authors of the winning business plans in due course.

Article 8 – Liability and Conflicts

- a. ATA will not be liable for any claims regarding the procedure or selection of the winning business plans.
- b. ATA will not be responsible or liable for any perceived (loss of) business plans that may occur.
- c. Both, the participants and ATA will try to settle any possible dispute by mutual agreement. If impossible, the dispute will be settled by the competent court.
- d. This agreement is subject to Dutch Law.

Article 9 – Exclusion criteria

- a. All participants must subscribe to the terms and conditions of the competition before the submission of their plan (upon submitting the business concept form).
- b. A participant will be excluded from the competition and further participation if s/he:
 1. Is under 18 years old.
 2. Does not meet the criteria for participation as described in Article 2.
 3. Does not have a valid identification document.
 4. Has been guilty of grave professional misconduct proven by any means the organization can justify.
 5. Has been convicted of an offence concerning his professional conduct by judgment which has the force of res judicata.
 6. Has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of any of the following regions/countries: Bosnia Herzegovina, Kosovo, Macedonia, Montenegro or Serbia (if applicable).
 7. Is guilty of serious misinterpretation in supplying information under the terms and conditions of this contest, such as withholding of information or the giving of false or misleading information which results in a misrepresentation of facts regarding his/her participation in the ATA Business Plan Competition 2007.
 8. Directly or indirectly offers, promises, gives or demands a bribe or other undue advantage in order to obtain or retain business or other improper advantage. Participants will not be solicited or expected to render a bribe or other undue advantage.
 9. Has previously been awarded prize money in a Regional Business Plan Competition organized by ATA.