



**DEVELOPING SPACES  
FOR BUSINESS TO GROW**

## **EXPRESSION OF INTEREST FOR TENANCY**

Prospective Tenants desirous of acquiring property at Evolving Tecknologies and Enterprise Development Company Limited`s (e TecK`s) Industrial Parks are required to provide a Letter of Interest, which will be used solely for the purpose of assessing the suitability of the proposed business and business activity for tenancy at e TecK`s Parks. Please be advised that the provision of accurate and comprehensive information will expeditiously facilitate this determination.

Applicants/prospective tenants are to provide all information outlined for the letter of interest below. The letter of interest should be forwarded to the Senior Sales Officer-Waynette Norville at [waynette.norville@eteck.co.tt](mailto:waynette.norville@eteck.co.tt).

## **LETTER OF INTEREST**

Please note that the Letter of Interest should contain the following information:

- Name of business
- Nature of current business
- Business address
- Name of main contact
- Contact information (mobile number and email)
- Nature of proposed business
- Square footage/acreage required
- Export %
- Projected annual sales
- Projected number of employees
- Projected start date to construct
- Projected start of operations
- Estimated value of investment

## SUBMISSION OF AN APPLICATION

All sections of the application form should be completed. If a particular section is not applicable to your operations, please insert the term "not applicable". Please do not leave any blank spaces.

All documents submitted as a part of this application will be confidential. 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 the application form are retained by e TecK for its record. The following documents are required to accompany your application:

- Certificate of Incorporation and Certificate of Continuance (Where Applicable)
- Notice of Last Registered Address
- Articles of Incorporate and Company By-Laws
- Notice of Directors
- Audited Financial Statements for the most recent three years or Certified Management Accounts for three years
- Bank Reference Letter
- Business Plan (New Business Ventures)
- Risk Assessment Plan
- Proposed Layout

To complete an online application, please visit e TecK's website using the Link:

<https://eteck.co.tt/index.php/application-process-and-form>