**Form for the submission of complaints concerning alleged unlawful state aid**

The form sets out the information the EFTA Surveillance Authority needs in order to be able to consider a complaint about alleged unlawful aid.

Please complete all the compulsory fields marked with a star (\*).

**1. Information regarding the complainant.**

First Name:\*

Surname:\*

Address line 1:\*

Address line 2:

Town/City:\*

County/State/Province:

Postcode:\*

Country:\*

Telephone:

Mobile Telephone:

E-mail address:\*

Fax:

**2. I am submitting the complaint on behalf of somebody (a person or a firm)**

Yes No

Name of the person/firm you represent\*:

Address line 1:\*

Address line 2:

Town/City:\*

County/State/Province:

Postcode:\*

Country:\*

Telephone 1:

Telephone 2:

E-mail address:

Fax:

You will be asked later to attach proof that the representative is authorised to act on behalf of this person/firm.

If the complainant is an enterprise, a brief description of the complainant and its field (s) and place (s) of activity:

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Please select one of the following two options\*

Yes, you may reveal my identity

No, you may not reveal my identity

Confidentiality: If you do not wish your identity or certain documents or information to be disclosed, please indicate this clearly, identify the confidential parts of any documents and give your reasons. The information contained in points 3, 4 and 5 cannot be designated as confidential.

 **3. Information regarding the EFTA State granting the aid\***

a) Country:

b) Level at which the alleged unlawful State aid has been granted. Please specify which Ministry or institution if known:

Central government:

Region (please specify):

other (please specify):

 **4. Information regarding the alleged aid measure.\***

*Please be aware: the information provided under this point is regarded as non-confidential.*

a) To your knowledge when was the alleged aid given or granted?

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b) What is the amount of the alleged aid, if known? In what form is it given (loans, grants, guarantees, tax incentives or exemptions etc)?

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c) Who is the beneficiary? Please give as much information as possible, including a description of the main activities of the beneficiary/firm (s) concerned

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d) For what purpose was the alleged aid given (if known)?

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**5. Grounds of complaint.\***

**Please explain in detail the grounds for your complaint. If known, what rules of EEA law you think have been infringed by the granting of the alleged aid.**

*Please be aware: the information provided under this point is regarded as non-confidential.*

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 **6. Please summarize briefly to what extent the award of the alleged aid affects.\***

a) your commercial interests / commercial interests of the person/firm you represent

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b) the market(s) in which the beneficiary(ies) of the alleged aid operate.

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 **7. Information on other procedures.\***

a) Have you already approached the EFTA Surveillance Authority or any other EFTA, European or national institution concerning the same issue?

Yes No If yes, attach copies of correspondence

b) Approaches already made to national authorities or recourse to national courts or other procedures.

Yes No If yes, indicate whether there has already been a decision or award and attach a copy

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 **8. I understand that for a faster treatment of the complaint the information provided above in point 3, 4 and 5 are non-confidential and can be sent to the EFTA State in question.\***

Yes No

**9. Supporting documents**

Please list any documents and evidence which is submitted in support of the complaint and add annexes if necessary

* Whenever possible, a copy of the national law or other measure which provides the legal basis for the payment of the alleged aid should be provided
* If the complaint is submitted on behalf of someone else (a person or a firm) please attach proof that you as a representative are authorized to act
* If the complainant is an enterprise, please feel free to attach a brief description of the complainant and its field(s) and place (s) of activity
* Copies of previous correspondence with the EFTA Surveillance Authority or any other EFTA, European or national institution concerning the same issue
* If the issue has already been dealt with by a national court, a copy of a judgment if available.

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 Place, date and signature of complainant