



Candidacy Presentation for the European Network of Living Labs (ENoLL aisbl) bodies

1. Position(s) to applied*

Council Member	
Chair of Council	
Treasurer	
Secretary	

2. Name

3. Organization

4. Candidacy Period

5. Type of Membership in ENoLL aisbl

Effective Member	
Innovation Partner	
Adherent Member	

6. Short Biography (max 200 words)

7. Key skills / experience for the position applied (max 200 words)

8. Any task force or other ENoLL strategic activities I am interested to be

budget responsible?

9. Any additional information

*Roles and responsibilities of the Executive Board (Council) and Specific Functions are described in the actual Association bylaws in place (<https://enoll.org/about-us/>) and Annex I.

As part of the application for the following annex needs to be filled in in order to fulfill requirements from the Belgian state, as per the below registration requirements.

Belgian statement journal:

<http://www.ejustice.just.fgov.be/cgi/welcome.pl>

National Crossroads bank for enterprises:

<https://economie.fgov.be/en/themes/enterprises/crossroads-bank-enterprises>

Ultimate Beneficiary Owner registration:

<https://finance.belgium.be/en/E-services/register-beneficial-owners>

Please, fill and send the filled in form to director@enoll.org

Please, note that this document will be made public for the ENoLL General Assembly and distributed before the meeting to all the ENoLL Effective members.

For more information on the ENoLL Council election procedure, contact the ENoLL Office at director@enoll.org

Annex I.

ROLES AND RESPONSIBILITIES RELATED TO FINANCIAL MANAGEMENT within ENoLL Secretariat

President

- Approves regular cost commitments for Secretariat Services
- Approves high amount cost commitments (10k€ +)
- Has insight in the accounting at all times

Treasurer

- Defines financial principles and procedures in compliance with ENoLL Bylaws for approval in GA or Council as appropriate
- Prepares budget and present it to Council in cooperation with the Office
- Presents the execution of the budget each quarter on the Council
- Approves high amount cost commitments (5k€ +)

Secretary

- Support execution of the budget, provides in bookkeeping, quarterly reports and execution of approved payments

ENoLL Office

- Prepares budget and present it to the Council in cooperation with the Treasurer
- Supports budget item responsible person(s) to keep track on all costs incurred/item

Annex II.

Information of the Ultimate Beneficial Owner of ENoLL:

1° Name:

2° First name:

3° Day of birth:

4° Month of birth:

5° Year of birth:

6° Nationality/nationalities:

7° Resident country:

8° Full resident address:

9° The date on which he/she has become a beneficial owner of the entity responsible for providing information:

10° His/her identification number in the National Register of Natural Persons or in the Crossroads Bank for Social Security and if not available, any similar identifier given by the State in which he/she resides or of which he/she is a citizen:

11° The category/categories of persons referred to in Article 4, 27°, 2nd paragraph, a) of the law of September 18th 2017 to which he/she belongs:

(please tick the right answer)

- Administrators;
- ~~Persons entitled to represent the a(i)sbl;~~
- ~~Persons in charge of the daily management of the a(i)sbl or the foundation;~~
- ~~The foundation's founders;~~
- ~~The natural persons or, when those persons have yet to be determined, the class of persons in whose main interest the legal arrangement or entity is set up or operates;~~
- ~~Any other natural person exercising ultimate control over the a(i)sbl or the foundation by other means.~~

12° If it concerns a person who fulfils one of the conditions mentioned in Article 4, 27°, 2nd paragraph, a) of the law of September 18th 2017(*) on its own or in coordination with other persons: **not applicable**

Together with this document I send a copy of my Identity Card (or passport, or drivers licence or see '10°' above).

Date :

Signature :

Name :

(*) Law of 18 September 2017

This law provides the obligation for companies, a(i)sbl and foundations to collect and hold adequate, accurate and current information on their beneficial owners and for the administrators to transmit this information to the UBO register.