Business Request - Profile Template

**Last update: December 2017**

The following table can be used as a template for drafting a Business Request. Please be sure to refer to the Profile Drafting Guidelines for what information you should include in each field.

**Please note:**

* Fields marked with asterisk (\*) are mandatory
* Fields that can be ticked should only have one selection when drafting the profile unless specified under the field title.

|  |  |
| --- | --- |
| **Field** | **To be completed** |
| **Title \*** |  |
| **Internal Reference** |  |
| **Summary \***  **(1-500 characters)** |  |
| **Stage of Development** | Already on the market  Available for demonstration  Concept Stage  Field Tested / Evaluated  Project Already Started  Project in Negotiations - Urgent  Proposal under development  Prototype available for demonstration  Under development / lab tested |
| **Comments regarding Stage of Development** |  |
| **Description \***  **(100-4000 characters)** |  |
| **Technical Specification or Expertise Sought \*** |  |
| **IPR Status**  **Note: Multiple fields can be selected.** | Copyright  Design Rights  Exclusive Rights  Granted patent or patent application essential  Other (registered design, plant variety, etc.)  Patent(s) applied for but not yet granted  Patents granted  Secret Know-how  Trade Marks |
| **Comments Regarding IPR Status** |  |
| **Technology Keywords** |  |
| **Market Keywords \*** |  |
| **Responsible \*** | In Merlin, select who from your organisation will be responsible for this profile |
| **Sector Group** | Auronautics & space  Agrofood  Automotive, transport and logistics  Bio Chem Tech  Creative Industries  Environment  Healthcare  ICT Industry and Services  Intelligent Energy  Maritime Industry and Services  Materials  Nano – and Microtechnologies  Services and Retail  Sustainable Construction  Textile and Fashion  Tourism and Cultural Heritage  Women entrepreneurship |
| **Restrict Dissemination to specific countries** |  |
| **Type and Size of Client \*** | Industry SME <= 10  Industry SME 11-49  Industry SME 50 – 249  Industry 250-499  Industry >500  Industry MNE >500  Inventor  Other  R&D institution  University |
| **Year Established \*** |  |
| **NACE keywords \*** |  |
| **Turnover \* (Euros – Millions)** | <1M  1-10M  10-20M  20-50M  50-100M  100-250M  250-500M  >500M |
| **Already Engaged in Trans - national Cooperation?** | Yes (In Merlin tick the check box for yes)  No |
| **Additional Comments** |  |
| **Certification Standards** |  |
| **Languages Spoken \*** |  |
| **Client Country** |  |
| **Type and Role of Partner Sought \*** |  |
| **Profile is Opened for Expressions of Interest?** | Yes (In Merlin tick the check box for yes)  No |
| **Type and Size of Partner Sought**  **Note: Multiple fields can be selected.** | SME < 10  SME 11-50  SME 51 – 250  251-500  >500  MNE >500  Inventor  R&D institution  University |
| **Type of Partnership Considered \***  **Note: Multiple fields can be selected.** | Acquisition Agreement  Commercial Agency Agreement  Distribution Services Agreement  Financial Agreement  Franchise Agency Agreement  Joint Venture Agreement  License Agreement  Manufacturing Agreement  Outsourcing Agreement  Services Agreement  Subcontracting |
| **Attachments** | To be added in Merlin |