

# DO YOU QUALIFY?

Are you an Antigua & Barbuda small business owner whose business meets the following criteria?

- Has no more than 25 employees
- Is not a wholly or majority owned business or subsidiary of a larger company
- Capital investment does not exceed EC\$3,000,000.00
- Total annual sales does not exceed EC\$2,000,000.00
- Is majority owned by citizens of Antigua and Barbuda

Are you a non-Antiguan and Barbudan business owner whose business meets the following criteria?

- Exports over one-half of the production of the business (calculated by value of the profit)
- Has a minimum investment of EC\$500,000.00
- At least 50% of the employees are citizens of Antigua and Barbuda
- At least 40% of goods and services used for the production of the business is procured from businesses located in Antigua and Barbuda

If your business meets the above outlined criteria then you are eligible for concessions, technical assistance and credit guarantee under the Small Business Development Act

2007!

# PROCEDURES FOR APPLYING UNDER THE ACT

1. Obtain an Approved Small Business Application form (available at ABIA) and return the completed application to ABIA with the following:
  - (a) Business Name Registration Certificate issued under the Business Names Registration Act or Certificate of Incorporation issued under the Companies Act
  - (b) Business Plan which includes Financial Statement of Accounts for the year immediately preceding the application (for businesses in operation for over one year) or a Projected Financial Statement of Accounts (for potential businesses or businesses in operation for less than one year)
  - (c) Proof of Citizenship - Passport
2. Upon notification by ABIA of your approved status, pay EC\$100.00 to Intellectual Property Office (ABIPCO) located in the Hewlett Building on St. John's Street. The ABIPCO will inform you when you may collect your Approved Small Business Certificate.
3. If you desire technical assistance or concessions, complete an Application for Technical Assistance and/or Concessions (available at ABIA) and submit same with your Approved Small Business Certificate to ABIA. ABIA will inform you if and when your request for technical assistance and/or concessions has been granted.
4. If you are desirous of accessing the Loan Guarantee Scheme, submit your Approved Small Business Certificate to your financial provider. Your financial provider will inform you of the necessary documentation you should provide them, and if your request for financial assistance has been granted.

*All required documents must be presented in order to be granted Approved Small Business status.*



## ENTERPRISE DEVELOPMENT DEPARTMENT

## ANTIGUA & BARBUDA INVESTMENT AUTHORITY

The Enterprise Development Department (EDD) within the Antigua and Barbuda Investment Authority (ABIA) is committed to promoting and encouraging local business development within the twin island state.

We endeavour to foster and promote a business environment in which local businesses may efficiently produce goods and services to meet local demand and to become export ready.

### ANTIGUA & BARBUDA INVESTMENT AUTHORITY



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PROCEDURES FOR  
APPLYING UNDER THE

## SMALL BUSINESS DEVELOPMENT ACT



INFORMATION BROCHURE

FOR MORE INFORMATION CALL US AT 481-1000/1