**Annex 8**

**APPLICATION CHECKLIST**

**Before submitting your proposal, please ensure that all the required documents are included in the application package.**

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| The following documents are included in the electronic version: | **Yes** | **No** |
| 1. The Application Form (Annex 1) published in this Call for Proposals has been used and it has been sent in the electronic version. |  |  |
| 1. The Budget Form (Annex 2) has been sent in the electronic version. |  |  |
| 1. Declaration by the Lead Applicant (Annex 3) is signed and stamped by the Lead Applicant. |  |  |
| 1. Mandate by the Co-applicant (Annex 3) (if applicable). |  |  |
| 1. The administrative identification form is signed and stamped by the Lead Applicant (Annex 5) |  |  |
| 1. The financial identification form is signed and stamped by the Lead Applicant (Annex 6) |  |  |
| 1. Deklarata për plotësimin e kritereve është plotësuar dhe firmosur e vulosur nga drejtuesi i organizatës (Annex 7) |  |  |
| 1. Supporting documents are submitted (in Albanian or English, original or certified copies as per Guidelines): 2. Certification document of the organization's registration for the applicant (Court Decision); 3. Organization's Statute; 4. Historical extract from the Court; 5. A copy of the organization's Tax Identification Number (NIPT) document for the applicant; 6. The organization’s most recent financial statements (last 2 years), in accordance with the applicable legislation; 7. Certificate of tax liability clearance for the organization (issued by e-Albania); 8. Organization's CV |  |  |