





**2. Finance and Investment Plan**

**2.1 Finance**

(Unit: Million Baht)

2.1.1 Registered capital

- Juristic person to be established will have registered capital of .....  
and will fund this project from paid-in share capital of .....
- Juristic person which already operates
  - will fund this project from retained earnings of .....
  - will increase the registered capital by .....  
and will fund this project from paid-in share capital of .....

2.1.2 Loans

- Domestic loans .....
- Foreign loans .....
- Credit from domestic suppliers .....
- Credit from foreign suppliers .....

2.1.3 Others e.g. subsidy from government agencies, premium, etc.

Details .....

**Total** (Must equal the grand total investment figure indicated in No. 2.2) \_\_\_\_\_

**2.2 Investment**

(Unit: Million Baht)

- 1) Cost of Construction or Rent (for a period longer than 3 years) .....
- 2) Cost of Machinery or Rent (for a period longer than 1 year): .....
  - 2.1) Cost of Hardware (must equal the figure in 4.5) .....
  - 2.2) Cost of Software (must equal the figure in 4.6) .....
- 3) Cost of installation .....
- 4) Cost of test-run .....
- Total Investment excluding cost of land and working capital** (For an expansion project, combine costs from 1 to 4) .....
- 5) Preliminary expenses .....
- 6) Value of other assets .....
- Total Investment excluding cost of land and working capital** (For a newly-established company, combine costs from 1 to 6).....
- 7) Cost of land .....
- 8) Cost of expertise .....
- 9) Working capital .....

**Grand Total** (combined costs from 1-9) \_\_\_\_\_

**Notes:** 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to the Office of the Board of Investment Announcement No. Por 1/2545.

2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to service.

For software activity (Activity 5.7), only one of the following minimum investment conditions shall be selected:

- Must have expenses for specialist of no less than 1.5 million baht per year, and it must be new employment.
- Must have capital investment (excluding land, working capital, and vehicle) of not less than 1 million baht.

Notes: Once the condition is selected, it cannot be changed at later stage.

**3. Business Location**

No.	Sub-district	District	Province	Name of industrial estate / zone	Area (sqm.)

**4. Detail of applicant/project**

**4.1 Background of applicant/company**

.....  
 .....

**4.2 Project detail shall be submitted as an appendix** indicating conceptual model with details of module/feature/function of the software/platform, timeline of each step of development, and business model showing source of revenue.

1) Overview of Project (Feature/Module)

.....  
 .....  
 .....  
 .....  
 .....

2) Target customer/source of revenue

.....  
 .....  
 .....

**4.3 Software/platform development process** (of software indicated in 4.2 and attach details and tools for each process in the appendix.)

- Modeling
- Requirement Analysis
- Design
- Development and Implementation
- Program and System Testing
- Deployment
- Configuration & Change Management
- Related Professional Training for Software and Digital Content Design and Development

4.4 In case the company has been launched an application before BOI application submission, please explain the difference between former project and the project being applied. In case the project has not been launched before, go to item 4.5. (If space is insufficient, provide more details in an attachment)

Project Details	Current software or services	Software or service being applied
<b>[1] Name</b>		
<b>[2] Tools</b> used for developing or operating * indicate all processes		
<b>[3] Business Model</b> * e.g. distribution plan, delivery, types of revenue		
<b>[4] Duration</b> of time used in development		
<b>[5] Features/Modules/Functions</b>		

4.5 **Details of hardware used to develop the software/platform (purchased or rented for a period of more than 1 year)** (Value: Million Baht)

Items	Imported from overseas		Domestic		
	Country	New		New	
		Quantity	Value <sup>1)</sup>	Quantity	Value <sup>1)</sup>
Computers					
Notebooks					
Others (please use appendix)					
Total value					
Total hardware value					

**Notes** 1) Please use CIF price for hardware and contracted price for hardware purchased locally.

4.6 **Specify software to be used in this project**, e.g. system software, application software, open source, etc. (purchased or rented for a period of more than 1 year) (Value: Million Baht)

Items	Type of Software	Value <sup>1)</sup>
Total value of software		

**Notes** 1) Please use CIF price for imported machinery and equipment, and contracted price for machinery and equipment purchased locally.

**5. Employment**

**5.1 Details of key personnel of the project, i.e. educational background, work experience, and scope of responsibilities**

.....  
 .....  
 .....

**5.2 Total employees in the company, comparing employment of existing project with the new project being applied for promotion.**

Position		Existing projects – if any (number of employees)				New project applying for investment promotion (number of employees)			
		Nationality	1st Yr.	2nd Yr.	Latest Yr.	Nationality	1st Yr.	2nd Yr.	3rd Yr.
<b>- IT Development</b>			Year .....	Year .....	Year .....		Year .....	Year .....	Year .....
	■ Project Managers (Education .....	Thai							
	Foreign								
■ System Analysts (Education .....	Thai								
	Foreign								
■ Developers/Programmers (Education .....	Thai								
	Foreign								
■ Designers (Education .....	Thai								
	Foreign								
■ Testers Education .....	Thai								
	Foreign								
■ Others in the area of IT development (Education .....	Thai								
	Foreign								
<b>- Management and others</b> (Education .....	Thai								
	Foreign								
	<b>Total Thai employees</b>								
	<b>Total foreign employees</b>								
	<b>Total employees</b>								

**5.3 Training/technology transferring plan for Thai employees (specify training courses)**

.....  
 .....

5.4 Details of salary for IT development employees for the project applying for investment promotion

No.	Position	Nationality	1 <sup>st</sup> Year			2 <sup>nd</sup> Year			3 <sup>rd</sup> Year		
			Number of employees	Annual (Baht/Year/ Person)	Total annual salary (Baht/year)	Number of employees	Annual (Baht/Year/ Person)	Total annual salary (Baht/year)	Number of employees	Annual (Baht/Year/ Person)	Total annual salary (Baht/year)
1	Project Managers	Thai									
		Foreign									
		<b>Total</b>									
2	System Analysts	Thai									
		Foreign									
		<b>Total</b>									
3	Developers/ Programmers	Thai									
		Foreign									
		<b>Total</b>									
4	Designers	Thai									
		Foreign									
		<b>Total</b>									
5	Testers	Thai									
		Foreign									
		<b>Total</b>									
6	Others in the area of IT development	Thai									
		Foreign									
		<b>Total</b>									
		<b>Total Thai employees</b>									
		<b>Total foreign employees</b>									
		<b>Total employees</b>			1)			1)			1)

**Remarks 1)** Monthly salary of employees in the area of IT development must not be less than 1,500,000 Baht per year.

6. Estimated revenue and expenses of the project being applied for investment promotion, for the first 3 years of operation (Unit: Million Baht)

	1st Year	2nd Year	3rd Year
<b>Revenue</b>			
▪ Domestic			
▪ Overseas			
<b>Total revenue</b>			
<b>Expenses</b>			
(Please fill in only expenses related to this project)			
● Salaries/ wages of employees, specifically in the area of Information Technology Development			
▪ Thai			
▪ Foreign			
● Salaries/wages of other employees (not in the area of information technology development)			
▪ Thai			
▪ Foreign			
● Cost of electricity, water, telephone charges			
● Depreciation costs			
▪ Building			
▪ Machinery (hardware and software)			
● Interest charges			
▪ Domestic			
▪ Overseas			
● Technical fees and royalties			
▪ Domestic			
▪ Overseas			
● Training expenses			
● Technological R&D expenses			
● Other expenses			
<b>Total expenses</b>			
<b>Profit (Loss)</b>			



**7. Operation Plan**

**Building/Operation Site:**

- Will start purchasing/construct/reconstruct/rent building/operation site in (month) ..... (year) .....
- Use the same building with the existing project

**Machinery:** will start purchasing machinery locally/overseas in (month) ..... (year) .....

**Production:** will start producing in (month) ..... (year) .....

**8. Merits of the Project** (if any). (Provide more details in an appendix if space is insufficient.)

**8.1 Technological development**

- This project involves research and development for a new product. Please explain  
.....
- This project involves research and development/modernization of a production process. Please explain.  
.....
- This project involves the usage of new/modern technology. Please explain.  
.....
- This project involves the technology transfer plan. Please explain.  
.....
- This project involves collaboration with research/educational institutes, namely, .....,  
in the field of .....
- Others .....

**8.2 Human resource development**

- This project has a training plan. Please explain.....

**9. Please submit additional information as an attachment.**

**10. Please specify dates required for interview at the Office of the BOI.**

Proposed interview session <sup>1)</sup>
Date..... Time ..... or
Date..... Time ..... or
Date..... Time ..... or

**Notes** 1) The interview session must be scheduled within 10 days after the application submitting date. If the applicant cannot attend the interview on schedule, please provide explanation.

I hereby declare that the information contained herein is true and accurate, and the estimates provided are, in my opinion, the most reasonable possible.

(Signature)..... Representative (Signature)..... Applicant  
(.....) (.....)  
Date.....

**Notes:** - In case the company was established, signature(s) of authorized person(s) affixed with company's seal are required.

- In case of contract for software development or production, after the investment promotion application is approved, foreign juristic person must submit the investment promotion certificate to the Department of Business Development, Ministry of Commerce, and apply for Foreign Business License.