Released date: September 2024

(Batch 12)

FinTechSpace

Application Guideline

(For International Startups)

Organizer: Taiwan Financial Services Roundtable (TFSR)

Executed by: Institute for Information Industry (III)

September 2024

**Table of Contents**

[**I.** **Project Background** 3](#_Toc160118393)

[**II.** **Objectives** 3](#_Toc160118394)

[**III.** **Counseling Resources** 4](#_Toc160118395)

[**IV.** **Recruiting Targets** 6](#_Toc160118396)

[**V.** **Residency Options** 7](#_Toc160118397)

[**VI.** **Review Process** 11](#_Toc160118398)

[**VII.** **Rights, Duties and Benefits of Startup Companies** 13](#_Toc160118399)

[**VIII.** **Other matters of attention** 14](#_Toc160118400)

[**Attachment 1** **FinTechSpace Application Form** 16](#_Toc160118401)

[**Attachment 2** **FintTechSpace Residency Application Proposal Business Plan** 24](#_Toc160118402)

[**Attachment 3** **FinTechSpace Recommendation Letter** 33](#_Toc160118403)

**List of Tables**

[Table 1 FinTechSpace Counseling Resources 4](#_Toc160118404)

[Table 2 Residency criteria 6](#_Toc160118405)

[Table 3 Fixed Seat Package 7](#_Toc160118407)

[Table 4 Hot Desk Package 9](#_Toc160118408)

[Table 5 Application Process 11](#_Toc160118409)

[Table 6 Application Overview 12](#_Toc160118410)

# **Project Background**

On October 5, 2017, the Financial Supervisory Commission (hereinafter referred to as "FSC") instructed the Taiwan Financial Services Roundtable (hereinafter referred to as "TFSR") to establish the FinTechSpace, following which TFSR commissioned the Institute for Information Industry (hereinafter referred to as “III”) to formulate and implement, and launched the "FinTechSpace" in 2018.

# **Objectives**

The FinTechSpace (hereinafter referred to as "FTS") is Taiwan’s first fintech-focused environment with three main objectives:

1. Effectively integrate cross-industry resources and construct a virtual and real innovation ecological environment for the fintech industry
2. Establish Taiwan's gateway to the international fintech innovation and entrepreneurship network;
3. Provide Regulatory Clinic services on financial regulations, enforce the Fintech Development and Innovative Experimentation Act of the FSC, and accelerate the development of domestic fintech innovation and entrepreneurship.

To achieve the aforesaid objectives, FTS intends to recruit domestic and international fintech organizations including fintech startup teams, technology startups, technology companies, and financial institutions etc. to become residents of FTS. The following contents will explain the procedure for recruitment of startup teams. Resources from domestic and international industries, governmental institutions, academia and research institutes related to fintech will be converged, and energy from domestic and international fintech innovation and startup accelerators and various major innovation incubators will be amassed, and resources enabling technological advancement, startup acceleration, co-creation and proof-of-concept as well as international residency will be made available, creating a real and comprehensive fintech ecological environment. By clustering talents and startup teams, and through an allocated incubation plan, every space will be utilized efficiently and in an organized manner to attract entrepreneurial teams with different needs. This will lead to an effective condensation of fintech startup forces in Taiwan, thus contributing to the building of a single channel-- FinTechSpace, through which startup teams and businesses can interact with global fintech innovation networks.

The following contents contain all information pertaining to the application for a private office in FTS, enabling fintech startup companies to easily comprehend the contents of the operating guidelines and to clarify the requirements for application.

# **Counseling Resources**

FTS offers innovation and entrepreneurship-related counseling resources for resident companies with such needs, including the following:

Table 1 FinTechSpace Counseling Resources

| **Resource Type** | | **Item** | **Private Office** | **Fixed Seat** | **Hot Desk** |
| --- | --- | --- | --- | --- | --- |
| **Spatial resources** | | Residency period (period) | 12 months | 12 months | 6  months |
| Company registration | (Note [[1]](#footnote-1) ) | | |
| 80% monthly actual attendance rate | Must meet (Note [[2]](#footnote-2) ) | | - |
| Meeting room/live streaming studio | V | V | (Note [[3]](#footnote-3) ) |
| Use of event venue | (Note [[4]](#footnote-4) ) | | |
| Communication area/ Phone booth | V | V | V |
| Table side cabinet storage | V | V | - |
| 24 hours office area access control/ meditation room | V | V | - |
| **Counseling Resources** | Domestic | Fintech Entrepreneurship Consultation and Lectures   * Regulatory Checkup * Cybersecurity Checkup * Lectures: Technology, * Entrepreneurship, Financial Regulations | V | V | V |
| Startup Business Mentoring   * 1-on-1 Business Strategy and Market Counseling * International Market Expansion Evaluation Counseling * Go Incubation Board Application/ Capital Market Counseling | V | V | V |
| Matchmaking and Presentations   * Business/Fundraising Matchmaking * Domestic/Overseas Presentation Opportunities | V | V | V |
| International | International Market Mentoring | V | V | V |
| International Cooperation and Co-working Space | V | V | V |
| Technology | Cloud Services Technical Support | V | V |
| Regulations | Regulatory Clinic/ Regulatory Salon | V | V | V |
| **Other resources** | | Mentoring for applying the regulatory sandbox or business trials. | V | V | V |

Source: FinTechSpace

# **Recruiting Targets**

FTS is welcome Fintech/tech-based companies with foresight and development potential (Related services such as AI, Regtech, ID Verification and Authentication, eKYC, eAML, Sustainable Finance, ESG, Supplychain Finance, Wealth Management, Insuretech, Blockchain, Payment, Cybersecurity, Fraud and Financial Crimes Prevention…). The eligibility for application varies according to different residency plans, please kindly find the below table for detailed explanation.

Table 2 Residency criteria

|  |  |
| --- | --- |
| Core operation | The applicant's primary product or service should be connected to "fintech" (Note [[5]](#footnote-5)), involving the optimization and automation of financial services, or be applicable in the realms of fraud and financial crime prevention, green finance, and ESG-related applications within the financial technology sector. |
| Product development progress | the products should at least already have prototypes |
| Company registration | Companies should be legally registered under Taiwan’s Company Act  (International companies need to submit relevant documents, in English or Mandarin, to certify its registration;) |
| Company/Startup Scale | Paid-in capital does not exceed NT$100 million (inclusive),  or regularly employs are no more than 200 employees. |
| Others | For Private Office applicants, the actual number of employees stationed must reach the following:  (1) 4-person room: at least 3 people stationed;  (2) 5-person room: at least 4 people stationed;  (3) 8-person room: at least 6 people stationed;  (4) 11-person room: at least 9 people stationed;  (5) Room for 13 people: at least 10 people stationed;  \*Batch 11th only open application for 4-person room. |

Source: FinTechSpace

# **Residency Options**

Considering each resident company’s individual stage of development, FTS offers three types of packages, including “private office”, “fixed seat” and “hot desk” (including Digital Sandbox). Details of each package can be founded in below tables. Due to limitation of space in the current operating phase, the actual station space will be assigned based on the availability after applications are approved.

1. **Fixed Seat Package**

Table 3 Fixed Seat Package

| **Item** | **Fixed Seats** |
| --- | --- |
| **Residency rental fee** | * The rental fee for each fixed seat is NT$4,000 per seat. To encourage the development of fintech startups, FTS provides **discounted price: NT$ 2,800 per seat per month.** * Payment method: Members should pay the rental fee monthly. The upcoming month rental fee shall be paid before the end of each month. For example, January’s fee should be paid before December 31st. * Fees shall be paid to the designated account of the Institute for Information Industry (III), and the notice of payment completion shall be responded in written form. * **If there is any handling fee in the rental payment process, the resident team will bear it.** |
| **Residency Period** | * The resident duration of this batch is January 1st 2025 to December 31st 2025 (12 months). Resident teams may apply to FTS for a one-time extension in writing 30 days before the expiry of the Residency Agreement. FTS shall review and report the application to the TFSR before the extension is approved and becomes valid; the renewal period shall be handled in accordance with FTS’ planning. FTS may conduct evaluations based on the status of residency within FTS and the company’s performances of merit or participation in response to the promotion of government policies. * If the resident company applies to move out before the Agreement expires, it must notify FTS in written two months before moving out to facilitate the relevant follow-up procedures. The move our procedure must be completed by the time the lease expire (including amendment of company registration). If the resident company fails to follow the above rules, the deposit will not be refunded, and the rental fee for the month(s) during which move out has not been completed must still be paid. |
| **Application restrictions** | * In order to effectively utilize the resources of FTS, the resident members shall mostly be companies’ core members. |
| **Physical Facilities** | * Wireless network * 1 fixed seat and related equipment. |
| **Miscellaneous** | * **A one-month security deposit (NTD2,800 per seat) and the first month's rental fee will be charged when the residency begins.** * The deposit needs to be paid by sight check, and is refunded in principle after confirming that the team has moved out (and amended the company’s registered address). * In principle, water and electricity fees are not charged separately. However, if utilities are used during off hours, or if the wires and pipelines are damaged due to improper use, FTS may require the team to be responsible for restoring the facilities to their original status or making compensation. * Companies whose core entrepreneurial members are permanently stationed in private offices and/or fixed seats can register their company companies at FTS address (13F, No. 1, Nanhai Road, Taipei City). Nonetheless, the Residency Agreement must be signed and notarized before the registration. The list of core entrepreneurial members must be submitted in writing, and reviewed and approved by FTS; “being permanently stationed” at FTS means that such personnel spend more than 80% of their working days at FTS each month, and this percentage is calculated in principle based on the number of working days recorded on FTS’ access control system. Working hours recorded due to one person clocking in on another person’s behalf or persons who clock in but do not stay in the FTS premises are excluded, while working hours recorded on holidays can be counted. Where FTS enforces other regulations due to the prevention of infectious diseases or other reasons, the above shall not apply. * If the company is registered in FTS, the company registration amendment procedures must be completed at the time of moving out. If the company registration amendment procedures cannot be completed within the time limit, the deposit will not be refunded, and the rental fee for the month(s) during which the company continues to occupy the premises must still be paid. * Fixed Seat floor plan is design by FTS, and the floor plan is updated every 6 months. Resident company shall use it within the planning area, and shall not arbitrarily change the area or occupy vacant spaces. |

Source: FinTechSpace

1. **Hot Desk Package**

Table 4 Hot Desk Package

| **Item** | **Hot Desk** |
| --- | --- |
| **Residency rental fee** | * The rental fee for each hotdesk is NT$3,000 per seat. To encourage the development of fintech startups, FTS provides **discounts price: NT$2,100 per seat per month.** * A one-time (6-month) rental fee is required. Fees shall be paid to the designated account of the Institute for Information Industry (III), and the notice of payment completion shall be responded in written form**. If there is any handling fee in the rental payment process, the resident team will bear it.** |
| **Residency Period** | * The resident duration of this batch is January 1st 2025 to June 30st 2025 (6 months). Resident teams may apply to FTS for a one-time extension in writing 30 days before the expiry of the Residency Agreement. FTS shall review and report the application to the TFSR before the extension is approved and becomes valid; the renewal period shall be handled in accordance with FTS’ planning. FTS may conduct evaluations based on the status of residency within FTS and the company’s performances of merit or participation in response to the promotion of government policies. * If the resident company applies to move out before the Agreement expires, it must notify FTS in written two months before moving out to facilitate the relevant follow-up procedures. The move our procedure must be completed by the time the lease expire (including amendment of company registration). If the resident company fails to follow the above rules, the deposit will not be refunded, and the rental fee for the month(s) during which move out has not been completed must still be paid. |
| **Application restrictions** | * In order to effectively utilize the resources of FTS, the resident members shall mostly be companies’ core members. |
| **Physical Facilities** | * Wireless network is provided |
| **Miscellaneous** | * **A one-month security deposit (NTD 2,100 per seat) and the whole batch rental fee (NTD 12,600 per seat) will be charged when the residency begins.** * The deposit needs to be paid by sight check, and is refunded in principle after confirming that the team has moved out (and amended the company’s registered address). * In principle, water and electricity fees are not charged separately. However, if utilities are used during off hours, or if the wires and pipelines are damaged due to improper use, FTS may require the team to be responsible for restoring the facilities to their original status or making compensation. * Temporary registration is open for hotdesk seats on-site, but FTS does not guarantee that there will be tables and chairs available. * Companies whose core entrepreneurial members are permanently stationed in private offices and/or fixed seats can register their company companies at FTS address (13F, No. 1, Nanhai Road, Taipei City). Nonetheless, the Residency Agreement must be signed and notarized before the registration. The list of core entrepreneurial members must be submitted in writing, and reviewed and approved by FTS; “being permanently stationed” at FTS means that such personnel spend more than 80% of their working days at FTS each month, and this percentage is calculated in principle based on the number of working days recorded on FTS’ access control system. Working hours recorded due to one person clocking in on another person’s behalf or persons who clock in but do not stay in the FTS premises are excluded, while working hours recorded on holidays can be counted. Where FTS enforces other regulations due to the prevention of infectious diseases or other reasons, the above shall not apply. * With regards to the international companies who take hot desks package, these companies can register their companies at FTS address due to their operation need. However, the Residency Agreement must be signed and notarized before the registration. If the companies want to extend/re-apply to station in FTS, the companies must switch to apply fixed seat or private office, and follow the above rules to register their companies. * If the company is registered in FTS, the company registration amendment procedures must be completed at the time of moving out. If the company registration amendment procedures cannot be completed within the time limit, the deposit will not be refunded, and the rental fee for the month(s) during which the company continues to occupy the premises must still be paid. * Companies who do not register at FTS should not marketing its company address is at FTS location (name card included). |

Source: FinTechSpace

# **Review Process**

Companies that apply for residency in FTS must go through the review process, which is divided in three stages.

* **Stage 1: Eligibility Review conducted by FTS with document review;**
* **Stage 2: The applicant company presents to FTS’ residency review committee;**
* **Stage 3: The applicant company presents an introduction at the Regulatory Checkup meeting.**

The review committee members of FTS will assess whether the applicant meets the conditions for residency and resource subsidy and the facts of the development of the new venture through the applicant’s presentation and submitted proposal. Applicant who is approved by the committee and regulatory checkup will become resident of FTS.

1. **Review Standards**
2. Proper characteristics of the innovative team (completeness, complementariness, freshness of ideas, etc.)
3. Feasibility of market operation
4. Innovation of the company’s technology, products or commercial operations
5. Wholeness of the company’s products and/or services
6. Competitive virtues of the company’s products and/or services
7. The team’s skills of implementation
8. Potential for international expansion
9. Investment value
10. **Application Process**

Table 5 Application Process

|  |  |  |
| --- | --- | --- |
| **#** | **Process** | **Expected Date/ Duration** |
| 1 | Open for Application | 2st September - 15th October |
| 2 | Eligibility Review Result Announcement | 28th October |
| 3 | Review Meeting | 13th November – 15th November |
| 4 | Result Announcement | 22th November |
| 5 | Regulatory Checkup | 25th November – 6th December |
| 6 | Result Report to the  Financial Technology Development  Fund Management Committee | 10th December – 16th December |
| 7 | Contract Review and Signing | 10 working days after  written notification |
| 8 | Join FTS! | 1st January |

Source: FinTechSpace

Table 6 Application Overview

|  |  |
| --- | --- |
| **Selection method** | Activated with the start of each phase in the recruitment plan |
| **Review Process** | 1. Eligibility Review 2. Review Meeting 3. Regulatory Checkup |
| **Registration period** | The 12th batch of application is open from 2st September to 15th October, 2024. |
| **Registration eligibility** | Applicant must be a registered company.  (Please refer to the residency criteria for each residency package.) |
| **Method of registration** | Email the required documents to FTS’ official email ([fintechspace@iii.org.tw](mailto:fintechspace@iii.org.tw)). The subject of the email should be:  **【Application for FinTechSpace: OOOO(Company name)】** |
| **Documents to be Submitted** | * Attachment 1: Application Form  including Application form, Affidavit, Lawsuits Declaration, Consent Form for the Gathering of Personal Information, and Self-assessment form (only applied if the entity is a bank or an online lending platform operator); * Attachment 2: Business Proposal * Attachment 3: Recommendation Letter  non-mandatory application documents; if included in the application, the recommending institution must imprint its corporate seal) * Others:   + Copy of Business Registration International companies need to submit relevant documents **(in English or Mandarin)** to certify its registration;   + Tax registration copy International companies are not applicable. |

Source: FinTechSpace

# **Rights, Duties and Benefits of Startup Companies**

The resident companies of FTS referred to companies who have signed the Residency Agreements with FTS. All companies that apply and are approved for stationing in FTS shall enjoy the rights and follow the obligations during their station, and agree to the following feedback requirements:

1. **Rights**
2. Station duration of the 12th batch:
   * Private Office and Fixed Seat companies are granted to station in FTS for 12 months (from 1st January, 2025 to 31st December, 2025);
   * Hot desk companies are granted to station in FTS for 6 months (from 1st January to 30st June, 2024) .
3. Companies may apply for startup counseling resources provided by FTS.
4. **Obligations**
5. Resident companies must agree to all terms written in this Guideline and the "FinTechSpace Management and Usage Regulations"
6. The products or services provided by the resident company shall comply with existing laws and regulations, and the resident company that is eligible for residency shall cooperate with the regulatory and cybersecurity checkups handled by FTS to understand whether it will involve financial franchise businesses or whether these is the possibility of violation of laws and regulations in the future. At the same time, if resident companies believe that there are doubts or ambiguities in the regulations, they should take the initiative to consult FTS or the relevant competent authority.
7. If the business model is adjusted due to the development of the resident company after its residency begins, the company must proactively inform FTS.
8. To ensure more efficient use of FTS resources, the resident company must agree to and abide by the usage regulations when applying, including the utilization rate of FTS resources, the evaluation of the performance of the resident company, and the evaluation of the scale of the resident company.
9. After the Agreement is signed and the rental fee is paid, one month of rental fee must be paid as a security deposit. The security deposit shall be refunded after confirming that the resident company has moved out (and amended the company’s registered address).
10. Payment of the rental fee for offices/facilities must be executed punctually in accordance with regulations, along with expenses for water, electricity, maintenance, etc., incurred during irregular working hours.
11. To make the space be used efficient, stationed people should fulfill the “80% monthly actual attendance rate”. The percentage is calculated in principle based on the number of working days recorded on FTS’s access control system. Working hours recorded on holidays will be counted, however, clocking in on another person’s behalf or not actually using the space will be excluded. Due to the prevention of infectious diseases, significant events or other reasons, “80% monthly actual attendance rate” may no need to be applied based on FTS’ announcement.
12. If it is necessary for the resident company to move out before the expiration of the Agreement during the residency period, company should proactively notify FTS at least 2 months before the scheduled move-out date, and the move-out procedure shall be completed by the time the lease expire. If the resident company fails to notify FTS or is unable to complete the move out procedures within the time limitation, the deposit will not be refunded, and the rental fee for the month(s) during which move out has not been completed must still be paid.
13. During the station period, if FTS requires company to move out, the move-out procedures should be completed before the expected move-out day. If the company is unable to complete the move out procedures within the time limit, the deposit will not be refunded, and the rental fee for the month(s) during which move out has not been completed must still be paid.
14. The "FinTechSpace Residency Agreement" shall be signed **within 10 working days** after FTS’ announcement. All rights shall be deemed as waived after the above period has elapsed.
15. Resident companies shall cooperate with the various related measures or points drawn up by the Yangde Building where FTS is located.
16. **Feedback items**
    * 1. **Business development coaching and tracking: Agree to provide relevant explanations and information about the company's operating experience, operating performance, and capital raising status after the establishment of the company (must cooperate with surveys on members development status).** Except the information disclosed above that company considers as sensitive information and cannot be disclosed to the public, company shall cooperate and provide it at any time.
      2. Promote fintech innovation and entrepreneurship: Agree to provide texts, videos, images or photographs related to any concrete activity as means to diffuse the process and results of entrepreneurship, with the purpose to advance the entire development of the fintech industry.
      3. Agree to provide the above-mentioned information, and authorize FTS to use it in various activities such as publication, display, publicity, and sharing of results for free.

# **Other matters of attention**

1. If, during the implementation of the Project, the resident company infringes upon another company’s business secrets, intellectual property rights or any other similar right, the resident company is solely responsible for all legal consequences. The organizer and the execution unit shall bear no responsibility whatsoever, and if the organizer or the execution unit suffers any damages as a result, they may request all the damages from the resident company in accordance with the law as well as the resulting litigation costs, attorney fees and related expenses.
2. The research and development results of the resident company belong to the resident company. Where otherwise stipulated in laws or other agreements, this shall not apply.
3. **Where the resident company occupies Private Offices or Fixed Seats and must use the name or logo of the "FinTechSpace" due to the fact of its residency, the resident company must notify FTS in writing of its external publication or printing needs, such as business cards for permanently stationed personnel, business briefings or other promotional materials, which may be printed or published externally only after FTS’ review and approval.**
4. **Regardless of whether or not during the Residency Period, without submitting a formal request to FTS and obtaining formal written permission, the resident company shall not promote its business externally citing that it is under the supervision of, receiving counseling from, or cooperating with the “Financial Supervisory Commission (FSC),” “Taiwan Financial Services Roundtable (TFSR),” “FinTechSpace,” or “Institute for Information Industry (III).” In the event the resident company violates the Agreement, FTS may terminate the Agreement and request the resident company to vacate immediately and/or compensate FTS for all losses and expenses (including but not limited to litigation and attorney fees) incurred by such violation; upon FTS’ request, the resident company must publish an apology or correction notice in the major media designated by the FTS or the TFSR.**
5. The counseling items, approval date, subsidy amount, and related information stated in these Application Rules will be published on the official website of FTS, except for those that should be restricted or not provided as stipulated in Article 18 of The Freedom of Government Information Law. (<https://www.fintechspace.com.tw/>).
6. If the resident company has the following circumstances, FTS may following deliberation terminate the Agreement in advance and order the resident company to move out within a deadline:
7. The application materials are false or entail concealment of information.
8. The actual business item does not match the item stated in the residency application.
9. The resident personnel or business items are involved in violation of the law which has been verified to be true.
10. The fees payable in accordance with the Agreement have not been paid after the due date.
11. Violation of these Application Rules or the Residency Agreement signed by both parties.
12. The progress report is seriously overdue.
13. Other material matters.
14. Contact Information:

Institute For Information Industry

Address: 13F, No. 1, Nanhai Road, Zhongzheng District, Taipei City (FinTechSpace)

Telephone: Ms. LI (+886223569691)；Ms. CHIEN (+886223569653)

Email： [fintechspace@iii.org.tw](mailto:fintechspace@iii.org.tw)

Official website: <https://www.fintechspace.com.tw/>

Released date: March 2024

Attachment 1

# **Attachment 1 FinTechSpace Application Form**

* 1. **Application Form**

The following content is required to be filled in.

Source: FinTechSpace

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **Basic Information** | * I’ve understood that the applicant company must has been registered at the time of application. | | | | |
| Applying company | |  | Company’s responsible person |  |
| Number of core members | |  | Number of employees |  |
| Capital | |  | Previous year's turnover |  |
| Core technology | |  | | |
| Main product | |  | | |
| Mailing address | | *[Please fill in an address where mail can be delivered]* | | |
| Project contact | |  | Telephone | ( ) |
| Mobile phone No. | |  | email |  |
| 1. **Confirmation of application documents** | * Attachment 1: Application Form   including Application form, Affidavit, Lawsuits Declaration, Consent Form for the Gathering of Personal Information, and Self-assessment form (only applied if the entity is a bank or an online lending platform operator);   * Attachment 2: Business Proposal * Attachment 3: Recommendation Letter   *non-mandatory application documents; if included in the application, the recommending institution must imprint its corporate seal)*  *Copy of Business Registration*   * International companies need to submit relevant documents to certify its registration (must in English or Mandarin) * Tax registration copy   International companies are not applicable. | | | | |
| 1. **Application Plan** | **Applied Package (Multiple selections possible)** | | | | |
| * Hot Desk | **\_\_\_\_\_\_\_\_hotdesk seat(s), from 1st January to 30st June, 2025.**  *(maximum application: 10 seats)* | | | |
| * Fixed Seat | **\_\_\_\_\_\_\_\_fixed seat(s) from 1st January to 31st December, 2025.**  *(maximum application: 6 seats)* | | | |
| * Alternative Application | Due to popular demand for residency in FinTechSpace:  if this application for “Fixed seat” is unsuccessful,   * The applicant is willing to automatically switch to apply for \_\_\_\_ hot desk(s).   *Please fill in the total number of seats applied; those who agree to switch are not required to submit another application;*  *Please note that if applicant does NOT click the above option, FinTechSpace will not automatically assign other seats to this applicant if applied package is no longer available; applicant will not able to station in FinTechSpace.* | | | |
| * One copy each of the above information shall be provided in electronic form (send by E-mail to [fintechspace@iii.org.tw](mailto:fintechspace@iii.org.tw) ) * If additional documents are attached, they must be stamped with the seal of the applicant company and marked "True copy." * The applicant guarantees that the information filled in is consistent with the facts, and is otherwise willing to bear all legal responsibilities.     **Signature and/or seal of the applicant company and person-in-charge:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | |
| Signature Date | \_\_\_\_\_\_\_ /\_\_\_\_\_\_ /\_\_\_\_\_\_(yyyy/mm/dd) | | | | |

* 1. **Application Affidavit**

This hereby confirms that the team/company making the application for residency in “FinTechSpace” is fully informed and willing to comply with the Team Rights, Duties and Benefits stipulated in the Application Rules, as well as the following matters:

1. Ensure that the contents of the team’s products are original and free from circumstances of plagiarism or counterfeiting.
2. Ensure that all information and attachments listed in the proposal are correct and that there is no illegal infringement of the intellectual property rights of others.
3. The company agrees to provide all information related to the proposal to the assisting entity as the means to carry out counseling, public talks and other promotional activities, or to be used in promotional literature.
4. Agree to abide by the relevant regulations of this activity.

The above-listed information are filled out in accordance with the principles of transparency and honesty. If there is any false statement or concealment, we hereby declare that we shall without objection agree to the III’s cancelation of the company’s counseling qualifications and bear the relevant legal responsibilities.

The above is respectfully submitted to: Institute for Information Industry

Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Tax ID (or National ID No.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of team/company representative) ＿＿＿＿＿＿＿＿＿＿＿＿＿

\_\_\_\_\_\_\_ /\_\_\_\_\_\_ /\_\_\_\_\_\_(yyyy/mm/dd)

* 1. **Lawsuits Declaration**

On behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (company name), I hereby understand and agree to the following:

I, my team, the company managed by the team, and manager level above (included manager level) have not involved any dishonest or improper activities. To apply for entry into the FinTechSpace, I hereby declare that there is no one of the following circumstances. If there is any concealment or if the content of the statement is not true after verification, it is agreed that FinTechSpace may cancel the company's qualification.

* 1. The declaration of incapacity, restricted capacity or assistance has/have not been revoked.
  2. has/have committed crimes stipulated in the Regulations on the Prevention of Organized Crimes and has/have been convicted by a verdict of guilt.
  3. has/have committed the crime of counterfeiting currency, counterfeiting negotiable securities, embezzlement, fraud, or breach of trust, and has/have been sentenced to fixed-term imprisonment or more but has/have not yet been executed; or 10 years have not elapsed since the completion of the execution, the expiration of the suspended sentence, or the pardon.
  4. has/have committed the crime of forging documents, obstructing secrets, emphasizing profits, injuring creditor's rights, or violating the Tax Collection Law, relevant regulations on intellectual property rights or other industrial and commercial management laws, and has/have been sentenced to fixed-term imprisonment but has/have not yet been executed, the execution has been completed, the suspended sentence has/have expired, or 5 years have not elapsed since the pardon.
  5. has/have committed to the crime of embezzlement and whose sentence has/have been confirmed but has/have not yet been executed; or 5 years have not elapsed since the completion of the execution, the expiration of the suspended sentence or the pardon.
  6. has/have violated the Banking Law, Financial Holding Company Law, Trust Industry Law, Securities Finance Management Law, Financial Asset Securitization Regulations, Real Estate Securitization Regulations, Insurance Law, Securities Exchange Law, Futures Exchange Law, Securities Investment Trust and Consultant Law, and foreign exchange management Regulations, Credit Union Law, Agricultural Finance Law, Farmers' Association Law, Fishermen's Association Law, Money Laundering Prevention Law or other financial management laws. The sentence of punishment has been confirmed, but the execution has not been completed, or 5 years have not elapsed since the completion of the execution, the expiration of the suspended sentence or the pardon.
  7. has/have been declared bankrupt and has/have not been reinstated.
  8. The person who was the responsible person of the entity when the entity was declared bankrupt, and has not been more than 5 years since the bankruptcy ended, or the coordination has not been performed.
  9. Those who use the bills and have not resumed the exchange after the exchange has been refused, or those who still have insufficient deposits and refund records within 3 years after the exchange is resumed.
  10. A serious loss of creditworthiness has not been settled, or 5 years have not passed since the settlement.
  11. Due to violation of the Banking Law, the Financial Holding Company Law, the Trust Business Law, the Securities Finance Management Law, the Financial Assets Securitization Regulations, the Real Estate Securitization Regulations, the Insurance Law, the Securities Exchange Law, the Futures Exchange Law, the Securities Investment Trust and Consultant Law, The credit union law, agricultural finance law, farmer association law, fisher association law or other financial management laws have been removed or dismissed by the order of the competent authority, and it has not been passed more than 5 years.
  12. has/have been sentenced to probation or has/have been sentenced to compulsory work sanction for committing crimes of theft or stolen goods, but the execution has not been completed, or it has not been more than 5 years since the execution was completed.
  13. There are facts to prove that has/have engaged in or are involved in other dishonest or improper activities.

The above is respectfully submitted to: Institute for Information Industry

(Signature of team/company representative) ＿＿＿＿＿＿＿＿＿＿＿＿＿

\_\_\_\_\_\_\_ /\_\_\_\_\_\_ /\_\_\_\_\_\_(yyyy/mm/dd)

* 1. **Self-assessment form of 《Industry code of   
     Banks and online lending platform operator cooperation》**

Applicant whose product or services are related to the《Industry code of

Banks and online lending platform operator cooperation》and related to **P2P online lending platform**, is required to fill in the self-assessment form below.

| **No.** | **Self-Assessment questions** | **Related rules** | **Assessment Result** |
| --- | --- | --- | --- |
| 1 | Whether the applicant entrusts a bank to provide fund custody services? | Funds of bank custodians should be handled by trust or full performance guarantee. |  Meet the regulations   Not meet the regulations  Explanation： |
| 2 | Whether the applicant entrusts a bank to provide cash flow services? | P2P applicant should agree with the bank on the transfer method of funds. |  Meet the regulations   Not meet the regulations  Explanation： |
| 3 | Whether the applicant entrusts a bank to provide due diligence and credit score? | The applicant shall obtain the written consent of the client and fulfill the obligation of notification. |  Meet the regulations   Not meet the regulations  Explanation： |
| 4 | Whether the applicant is entrusted by a bank to provide loan applications documents to customers? | The applicant shall accept regular inspections of outsourced operations by banks. |  Meet the regulations   Not meet the regulations  Explanation：*(If there is any findings of this check review, please proactively inform FinTechSpace)* |
| 5 | Whether the applicant is cooperate with a bank in advertising? | The applicant shall comply with the relevant provisions of the Personal Data Protection Law for the interactive provision or storage of customer data. |  Meet the regulations   Not meet the regulations  Explanation： |
| 6 | Whether the applicant entrusts a bank to keep documents of creditors' rights ? | The applicant should obtain prior consent from customers |  Meet the regulations   Not meet the regulations  Explanation： |
| 7 | Whether the applicant is involved in the issuance of marketable securities, beneficiary securities or asset-based securities services ? | The applicant should NOT be involved with the services. |  Meet the regulations   Not meet the regulations  Explanation： |
| 8 | Whether the applicant provides intermediary services for the payment of loan principal and interest payments? | The applicant should NOT provide the services. |  Meet the regulations   Not meet the regulations  Explanation： |
| 9 | Whether the applicant is involved in accepting deposits or stored value funds? | The applicant should NOT accept deposits or stored value funds. |  Meet the regulations   Not meet the regulations  Explanation： |
| 10 | Whether the applicant provides services such as information collection, information disclosure, credit rating, and information exchange? | The applicant shall comply with the relevant provisions of the Personal Data Protection Law. |  Meet the regulations   Not meet the regulations  Explanation： |
| 11 | Whether the applicant has improper collection, violation of the Fair Trade Law, the Multi-layer Pyramid Marketing Management Law, etc. | The applicant shall explain whether collection operations are involved and how to carry out collections. |  Meet the regulations   Not meet the regulations  Explanation： |

(Signature of team/company representative) ＿＿＿＿＿＿＿＿＿＿＿＿＿

\_\_\_\_\_\_\_ /\_\_\_\_\_\_ /\_\_\_\_\_\_(yyyy/mm/dd)

* 1. **Notification and Letter of Consent for Collection, Processing and Use of Personal Information**

Version: P- CV23030233-1-DTRI

According to the R.O.C. Personal Information Protection Act and the internal policy/regulations of **Institute for Information Industry (hereinafter referred to as “III”), III** is obligated to make the following notification known to you before you provide personal information to III. Please read it carefully.

1. **Purposes and Categories of Personal Information to be Collected**

As the executive team of FinTechSpace, III needs you to provide these categories of personal information: **Name, job title, phone number, email, National ID No., birthdate, company address** for the purpose of carrying out III’s business, activity or project, the purpose of providing service,  internal administrative management or reporting to the competent authority, the purpose complying with the Endowment, or the purpose of sending III’s or industry relevant information.

Note: You may choose, at any time in the future, not to receive any promotional information from III by clicking the link provided in the promotional message.

1. **Time Period, Area, Target and Way of the Use of Personal Information**

Unless the purposes of use relating to international businesses or activities, your personal information will be used solely by III in a reasonable way in the territory of the Republic of China to the extent necessary to implement the purposes of collection until the purposes of collection prescribed above is fulfilled.

1. **Your Rights with regard to Personal Information Provided**

You may exercise the following rights in pursuant to the rules of the activities/project or by submitting your inquiry/request on our website ([https://www.iii.org.tw/](http://www.iii.org.tw/)) at “Application for Exercising Rights with Regard to Personal Information” page:

1. any inquiry and request for a review of the personal information;
2. any request to make duplications of the personal information;
3. any request to supplement or correct the personal information;
4. any request to discontinue collection, processing or use of the personal information; and
5. any request to delete the personal information.
6. **The Influence on Your Rights and Interests while You Choose not to Provide Your Personal Information**

If you provide incorrect personal information or choose not to provide your personal information to III, III may not be able to provide you with services relating to the purposes prescribed above.

1. You understand that this document complies with the R.O.C. Personal Information Protection Act and relating regulations, and you agree that III keeps this document for further checking.

**The Consent to Provide Personal Information:**

1. I have read and understood the above notification.
2. I agreed that III may collect, process and use my personal information for the purposes of collection prescribed above.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date (MM/DD/YYYY):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attachment 2

# **Attachment 2 FintTechSpace Residency Application Proposal Business Plan**

Applicant Company Name:

Applicant Name:

\_\_\_/\_\_\_(yyyy/mm)

**<Table of Contents>**

1. **Instructions for completing the Residency Application Proposal**
2. **Applicant’s Basic Information**
3. **Proposal Content Checklist**
4. **Proposal Contents**
   1. Proposal Objectives
   2. Proposal Contents
   3. Implementation Methods
   4. Execution Progress
   5. Staff Allocation
   6. Capital Utilization
   7. Operating Plan
   8. Risk Assessment
   9. Expected Benefits

**Appendix Capital Utilization Itemized List**

1. **Instructions for completing the FinTechSpace residency application proposal**
2. Please use A4 size paper (text written from left to right) in portrait orientation, and number the pages at the bottom of the page.
3. If the length of the form or the number of fields are insufficient, please adjust as needed.
4. Please write the proposal according to the catalog structure of the proposal format. If there are items for which no information is required, please indicate "None" (do not delete), but you may add catalog items according to actual needs.
5. Indicate the source and date of the data for all market survey data.
6. All data should be consistent, compiled or filled in according to actual circumstances.
7. Monetary amounts should be uniformly represented in New Taiwan dollars and rounded to the nearest decimal point.
8. The proposal should be concisely written with the total number of pages not exceeding 20.
9. Review Criteria:

| **Criteria** | **Item** | **Percentage** |
| --- | --- | --- |
| Innovation | Innovative and creativity | 30% |
| Market Feasibility Analysis |
| technology competitiveness |
| Operation Plan | management team | 30% |
| Operational Overview |
| Product and Marketing |
| Market Competitive Analysis (SWOT Analysis) |
| International | Potential to expand to global market | 30% |
| The level of internationalization |
| Operation Result | Financial Structure and Risk Analysis | 10% |
| Business scale |
| Budget use |
| **Total** | | 100% |

1. **Applicant’s Basic Information**
2. **Basic Information:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Company name |  | | | |
| Company’s responsible person | Full name |  | | |
| Contact number | (　) | Mobile phone No. |  |
| e-mail |  | | |
| Date of birth | \_\_\_\_\_\_\_ /\_\_\_\_\_\_ /\_\_\_\_\_\_(yyyy/mm/dd) | | |
| Contact person | Full name |  | | |
| Contact number | (　) | Mobile phone No. |  |
| e-mail |  | | |
| Startup team | Total of \_\_\_\_\_\_\_\_\_ core members whose names/titles are listed as follows: (Required) | | | |
| Proposal Summary  (Within 200 words) | Proposal Objectives: | | | |
| Operational Mode: | | | |
| Expected Benefits: | | | |
| Others: | | | |

1. **Enterprise Information:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Enterprise name | |  | | | | | | |
| Company address | |  | | | | | | |
| Company telephone no. | | (　) | | | Company fax | | (　) | |
| Responsible person of enterprise | | Full name | |  | Title | |  | |
| Business Tax ID | |  | | | | | | |
| Enterprise website | |  | | | | | | |
| Capital | |  | | | | | | |
| Revenue | |  | | | | | | |
| Year established | |  | | | | | | |
| Number of employees | |  | | | | | | |
| Company profile  (Within 200 words) | |  | | | | | | |
| Description of project subsidies previously received from public/private organizations  Those who have received subsidies from public/private organizations in the past 3 years, please include the following information  (If not, please fill in "None" in the field for subsidized project name; if the number of rows provided is insufficient, please add additional rows in the same format as needed): | | | | | | | | |
| **Subsidy Case 1** | Name of subsidized project | |  | | | Duration | | From yyyy/mm to yyyy/mm |
| Subsidy amount  (in USD) | |  | | | Organizer | |  |

1. **Expected stationed personnel: (Add additional rows according to the applicant requirements)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Foreword** | **Name of expected stationed personnel** | **Title** | **Is this person a core entrepreneurial member?** |
| **1** |  |  |  |
| **2** |  |  |  |

1. **Proposal Content Checklist**

(Please confirm whether each category has been clearly stated in the proposal)

1. Innovative ideas: Page \_\_\_\_\_\_
2. Links and benefits: Page \_\_\_\_\_\_
3. Technical differences and technical capabilities: Page \_\_\_\_\_\_
4. Potential for Development of Commercial Opportunities (comparison of current competition, business opportunities and profit models or cross-domain cooperation value-added potential): Page \_\_\_\_\_\_
5. Ability to connect to international markets: Page \_\_\_\_\_\_
6. Description of counseling required from FinTechSpace: Page \_\_\_\_\_\_
7. **Proposal Contents**
8. **Proposal Objectives**

(The company's planned operating goals for the next 3 to 5 years)

1. **Proposal Contents**
2. **Description of Main Businesses**

(Please describe the current or planned business model or content of business under development)

1. **Innovation**

(Please elaborate on the difference between the technology/service provided by the company and the services of existing financial industry providers, and the expected problems to be solved)

1. **Target market and market size**

(Please describe the market you intend to enter, customer types and traits, method of entry, and describe the size of the market as well as how you plan to compete in the existing market in the future)

1. **Description of technology or core competence**

(e.g. Certificates, patents, award records, etc.)

1. **Analysis of Enterprise Competitiveness**

(e.g. SWOT analysis, five forces analysis, competitor analysis, etc.)

1. **Description of counseling required from FinTechSpace**

(e.g. Business strategy and market counseling, international market expansion, regulatory sandbox innovation experiment counseling, etc.)

1. **Implementation Methods**

(Please explain your business operation and profit model, including manufacturing, sales, distribution, etc.)

1. **Implementation progress (project duration: \_\_\_\_(year(s))**

(Please indicate the estimated implementation progress during the project period, 1-3 years is recommended)

1. **Staff Allocation**

(Please briefly explain the company’s main lineup, patents, licenses, award experience, entrepreneurial experience and division of labor)

1. **Capital Utilization**

(Please explain the current capital status of the company, including proprietary funds, loan amount, income sources, financial forecasts for the next 3 to 5 years, and fill in the appendix titled Capital Utilization Itemized List)

1. **Operating Plan**

(Please analyze the commercial operation plan of the technology or service developed by the company, including product positioning, sales targets, market analysis, marketing planning, cost structure, revenue estimation, future fundraising and investment planning, etc.)

1. **Risk Assessment**

(Please analyze the difficulties or threats that may be encountered in production, sales, human resources, R&D, and finance, and propose solutions)

1. **Expected Benefits**

(Please elaborate on how your company will cooperate with financial service providers in the future, and what benefits you expect it to bring to Taiwan's overall financial industry. Please also estimate your company’s output content in the next 3 to 5 years, including the number of new employees, the number of patent applications, research and development results, estimated output value, new business locations, impact on the public, etc.)

**Appendix Capital Utilization Itemized List**

(Point 6 of the contents stated in the Summary Proposal)

Project duration: \_\_\_(year(s)) (Please list the budget according to the implementation progress of the project)

Unit: NT$

| **Funding items** | **Amount** | **Description** |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Total** |  |  |

Attachment 3

# **Attachment 3 FinTechSpace Recommendation Letter**

|  |
| --- |
| Recommending institution: |
| Recommended team/company: |
| The main technology, product or operational mode of the recommended team/company: |
| Recommendation content:   * 1. The company's technology, product or operational mode features innovations and innovating ideas:   *[Please state the innovations and innovating ideas of the recommended company’s technology, product or operational mode]*   * 1. The company's technology, product or operational mode has development potential:   *[Please state the future development potential of the recommended company’s technology, product or operational mode]*   * 1. The company's technology, product or operational mode's timeline for future development is feasible:   *[Please state that the recommended company’s technology, product or operational mode is expected to be feasible in the future]*   * 1. The company's management team has the ability to execute the proposal:   2. Others: |
| Other suggestions or supplementary explanations: |

Opinion issuing authority (unit): Seal

\_\_\_\_\_\_\_ /\_\_\_\_\_\_ /\_\_\_\_\_\_(yyyy/mm/dd)

1. Companies whose core entrepreneurial members are permanently stationed in private offices and/or fixed seats can register their companies at FTS address (13F, No. 1, Nanhai Road, Taipei City). Nonetheless, the Residency Agreement must be signed and notarized before the registration. The list of core members must be submitted in writing for FTS to review and approve.

   “Being regularly stationed” at FTS means that such personnel spend more than 80% of their working days at FTS each month. The percentage is calculated in principle based on the number of working days recorded on FTS’s access control system. Working hours recorded on holidays will be counted, however, clocking in on another person’s behalf or not actually using the space will be excluded. Due to the prevention of infectious diseases, significant events or other reasons, “80% monthly actual attendance rate” may no need to be applied based on FTS’ announcement.

   With regards to the international companies with hot desks package, these companies can register their companies at FTS address due to their operation need. However, the Residency Agreement must be signed and notarized before the registration. If a resident company want to extend/re-apply to station in FTS, the company must switch to apply fixed seat or private office, and follow the above rules to register their companies. [↑](#footnote-ref-1)
2. FTS reserves the right to adjust residency space or terminate the Residency Agreement anytime if companies with either private office or fixed seats are fail to achieve a monthly actual attendance rate of at least 80% (definition and calculation method are as defined in Note 1) for two consecutive months during the Residency Period without reason and do not give prior written notice stating the reason [↑](#footnote-ref-2)
3. This means that priority is given to companies stationed in private offices and fixed seats; among of them, companies who are the first-time applicants are given priority. [↑](#footnote-ref-3)
4. Resident companies stationed in **private offices** and **fixed seats** can enjoy free usage of 1 time slot every 6 months. If this time slot is not used up within the valid period, it is deemed expired and cannot be deferred for use in the following period. Resident companies stationed at **hot desks** must pay for use according to the "Application Procedures for Use of Open Exhibition Space" if required. [↑](#footnote-ref-4)
5. Definition of “Fintech”: according to the 《[Provisions for Information Service Industry and Fintech Industry as Financial-related Businesses Recognized by Competent Authorities](https://www.fsc.gov.tw/ch/home.jsp?id=128&parentpath=0,3&mcustomize=lawnew_view.jsp&dataserno=201612140001&aplistdn=ou=newlaw,ou=chlaw,ou=ap_root,o=fsc,c=tw&dtable=NewsLaw)》announced by the FSC in 2016, Fintech means:

   Use of information or network technology to collect, process, analyze or supply data to assist financial institutions in business development.

   Use of information or network technology to improve the efficiency or security of financial services or operating procedures.

   Other information or technology-based designs or developments of digital or innovative financial services. [↑](#footnote-ref-5)