

Eligibility Criteria for space application

On receipt of online space request application by IT/ITeS or startup companies, due diligence for ascertaining the financial stability and sustainability of companies as given below: -

- (a) For IT/ITeS companies (excluding start-ups) - At the time of space request application, the applicants (IT/ITeS companies Limited Liability Partnership (LLP), Private Limited, or Public Limited companies) must be registered with the Registrar of Companies for at least for one year before submitting a space request. Also, submission of bank statements for the preceding one year is mandated, showing a consistent monthly closing balance sufficient to cover the rent obligations associated with the applied space. At the time of allotment of office space, submission of audited financial statements for the preceding one year and bank statements covering the last twelve months would be essential.

- (b) For Startup Companies - At the time of space request application, the applicants (startup companies that are Limited Liability Partnership (LLP), Private Limited, or Public Limited companies) must be registered under either Start Up India or Kerala Start Up Mission, possessing a valid DPIIT Number/Unique ID. Start-ups keen to apply for space can do so after 6 months from the date of issuance of the incorporation certificate of the firm. Office space for startup companies would be Smart Business Centres (SBCs), plug & play facilities (UP centres) and other IT Office facilities with less than or equal to 1000 sq. ft of leasable area. At the time of allotment of office space, a recommendation letter from Kerala Start Up Mission or Start Up India would be required and the bank statements covering the last six months would be essential.

Lease/License terms

- a) All IT office spaces (Warm shell/IT built up/SBCs/UP Centres) under SEZ/non-SEZ within the Park campus shall be executed with 3 years of lease deed. Renewing of the lease deed will be on mutual consent.

- b) All Shops/non-IT commercial spaces within the Park campus shall be executed with 11 months license. Renewing of the lease deed will be on mutual consent

- c) All tenants (i.e., IT/non-IT) shall possess active lease/license agreement when they are operational within Technopark. Renewable agreement shall be executed immediately on expiry of the existing agreement by capturing the outstanding amount dues to IT Park by the tenant.

.....