


Regulation No. 2/2014	<b>Internal standar of the Institute of Technology and Business in České Budějovice</b>				
<b>CURRENT WORDING SYSTEM OF START-UPS AND SPIN-OFFS FUNCTIONING</b>					
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<b>Information on changes:</b>		Annually			
<b>Repealed regulations</b>	-				
<b>Superior regulations</b>	ITB Statute (Article 7)				
<b>Related regulation</b>	-				
<b>Subordinate regulation</b>	-				
<b>Distribution list</b>	ITB management				
					
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## **Article 1**

### **General and basic provisions**

- (1) This regulation regulates the method and form of supporting start-ups and spin-offs operating at the Institute of Technology and Business in České Budějovice (hereinafter referred to as "ITB").

## **Article 2**

### **Enabling operation in PIC premises**

- (1) In order to be allowed to operate in the ITB premises, a company shall meet the following requirements:
  - a) Submit the company's business plan.
  - b) Fill in the application form attached to this Regulation.
  - c) Defend the business plan before a Committee.
  - d) Conclude a contract in which specific terms and conditions will be defined, and which will specify the period for which renting the premises and equipment will be free of charge.
  - e) It must be a limited liability company.

## **Article 3**

### **Committee**

- (1) The committee will be formed for the purposes of the individual defence of business plan within 30 days of the application submission.
- (2) Business plan defence is non-public in order to protect know-how.
- (3) The minimum number of the committee members is three. In the case of more than three members, there shall be an odd number of the committee members.
- (4) The committee shall act by a vote at which no person submitting a business plan is present.
- (5) For a positive decision, an absolute majority of votes is required.
- (6) The committee's decision shall not be claimable and there can be no appeal against it.
- (7) Shall the defence be unsuccessful, defence of the same or very similar business plan can be realized no earlier than after three months. Defence of a completely different business plan is not limited in terms of time.
- (8) The committee members are appointed by the Vice-Rector for Creative Activities, who shall be the chairperson of the committee.

**Article 4**  
**Required formalities of business plan**

- (1) In order to be admitted to defence of the business plan, the applicant shall submit a business plan that shall include:
- a) Definition of products and services and their description,
  - b) Financial for 3 years,
  - c) Other important formalities necessary for the implementation of the given plan (Attachment 2 Recommended structure of business plan)
  - d) A clear vision of the type of support required.

**Article 5**  
**Contract and operation in ITB premises**

- (1) To be allowed to operate in the ITB premises, the company shall conclude a contract including the following particulars:
- a) Specification of the period of time for which renting of ITB premises will be free of charge,
  - b) Amount and form of support,
  - c) Information obligation,
  - d) Exit strategy,
  - e) Possibility to use designation "ITB spin-off company",
  - f) Financial controlling in the case of equity participation of the PIC.

**Attachments:**

[Attachment 1 – Form of Business plan defence](#)

[Attachment 2 – Recommended structure of Business plan](#)