*If the beneficiary is a contracting entity within the meaning of section 5 of the Act on Public Procurement and Concession Contracts (1397/2016) that purchases goods or services for its project, Business Finland must, in accordance with the RRF Regulation (Regulation (EU) 2021/241 of the European Parliament and of the Council establishing the Recovery and Resilience Facility), collect certain information about the supplier of the services or goods (contractor) related to the project of the contracting entity and its possible subcontractors.*

With this form, you can provide information about the organization supplying the goods or services (i.e., the contractor) and the contractor’s subcontractors. **This template is for organizations other than Finnish.**

Fill in the information on page 2 according to this instruction

The beneficiary may ask the foreign organization to fill in this template and send it directly to Business Finland’s record office via secure email: <https://secure.businessfinland.fi/suojaposti>. When submitting the form please add the beneficiary’s name and project record number (xx/31/xxxx) to accompanying letter of the secured email.

We also ask you to name the file with the company name as follows "Notification-of-contractor-information *[fill your company name here]*". This ensures that the beneficiary is also informed of the submission of the form to Business Finland.

Information on contractors and subcontractors is collected from suppliers of services and goods directly related to the project (material and equipment costs, equipment purchases, purchased services, and other costs), excluding suppliers of ancillary services relating to indirect personnel and overhead costs (e.g., administrative services) and travel-related services. If procurements can be considered the measure’s core activities, the information on contractors and subcontractors must also be collected for small procurements, i.e., also for procurements that do not exceed the national or EU thresholds defined in the Procurement Act.

In accordance with the RRF Regulation, Business Finland must collect and store the first and last names and dates of birth of the actual owners and beneficiaries of the contractors, and subcontractor’s company name and TAX ID number. Actual owners and beneficiaries are defined in the EU’s Anti‑Money Laundering Directive and the Finnish Act on Preventing Money Laundering ([PRH’s instructions on Obligations under the Act on Preventing Money Laundering](https://www.prh.fi/en/kaupparekisteri/beneficial_owner_details/who_is_a_beneficial_owner.html)).

Beneficiary information of Finnish entities has been collected in the Trade Register maintained by the Finnish Patent and Registration Office (PRH), and Business Finland may, with the permission of PRH, use its information on beneficial owners and beneficiaries for the monitoring and reporting purposes of RRF funding. The register maintained by PRH does not contain all the beneficiary information, which means that Business Finland may need to request additional information from the beneficiaries.

If there is more than one contractor, add a new table for each contractor and its subcontractors. It must be possible to link the contractor with its subcontractors.

**Fill in the Business Finland record number of the project:**

|  |
| --- |
|  |

**Contractor’s name and Business ID / Tax Identification number (VAT ID/ TIN etc.)**

|  |  |
| --- | --- |
| Company name | Business ID / Tax ID |
|  |  |

**Information of contractor’s actual beneficiaries**

|  |  |  |
| --- | --- | --- |
| First name(s) | Last name | Date of Birth |
|  |  |  |
|  |  |  |

**Subcontractor’s information:**

|  |  |
| --- | --- |
| Subcontractor’s company name | Subcontractor’s Business ID / VAT ID / TIN |
|  |  |

[Privacy statement for the customer register of Business Finland's funding information system](https://www.businessfinland.fi/4b0130/globalassets/finnish-customers/about-us/gdpr/en-rahoitus-yhteisrekisteri-tietosuojaseloste---funding-privacy-notice.pdf)