<Letterhead of the beneficiary>

REQUEST

for performing the first level control

For the attention of: General Directorate “Territorial Cooperation Management”, Ministry of Regional Development and Public Works (Bulgaria)

Project code: ……………………………………………………………………………….

Project title: .………………………………………..………………………………………

Name and address of the Bulgarian Beneficiary……………………………………………

…………………………………………………………………………………...………….

Request no.: .………………………………………………………………………..............

Period covered by the control request: …………………………………………………….………………………………………...

Sir/Madam,

I, the undersigned, …………………………………………………… (*surname and first name*), legal representative / project manager of the ………………………………………………. (*name of the Bulgarian partner*) request hereby the verification and approval of the expenditures incurred and paid for the project implementation.

The amount requested for verification is:................EUR.

Annex 1.1 is attached to the request (in case of expenditures related to public procurement procedures)

Annex 1.2 is attached to the request (Declaration for lack of double financing)

Annex 1.3 is attached to the request (Copy of Annex 8.2\_b\_T4\_Table of verified expenditure)

Yours faithfully,

[*signature*]

[*surname and first name*]

[*stamp*]

*Annex 1.1*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Procurement procedures conducted by the partner** | | | | |
| !The information below should be provided in case the partner includes in the request for verification expenditures related to contracts concluded a s result of conducted public procurement procedures, the following information  *(if necessary add additional lines)* | | | | |
| **No.** | **Type of procurement** | | | **Detailed information** |
| **service** | **supply** | **works** |
|  |  |  |  | Name of procurement procedure: |
| Value of the contract: |
| Contractor: |
| Unified Identification Code: (UIC) |
| List of tenderers: |
| 1. |
| 2. |
| 3. |
| 4. |
|  |  |  |  | Name of procurement procedure: |
| Value of the contract: |
| Contractor: |
| Unified Identification Code: (UIC) |
| List of tenderers: |
| 1. |
| 2. |
| 3. |
| 4. |