

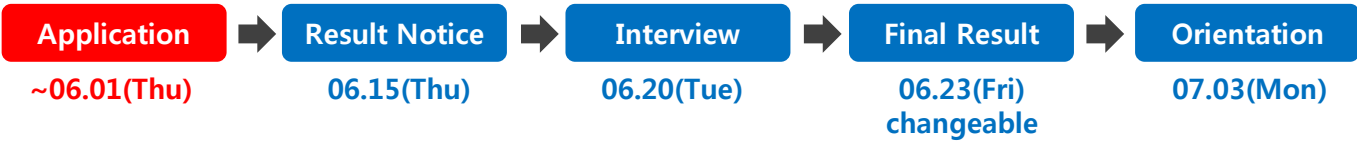
Recruiting Notice for **FREE** Incubation Office

The Seoul Global Center and the Gangnam Global Business Center offer free in-house incubation offices to international (future) entrepreneurs/start-ups based in Seoul.

Description	Seoul Global Center(Jongno)	Gangnam Global Business Center(Gangnam)
Location	6F, Seoul Global Center, Jongno 38, Jongno-gu	A 100, Trade Mart, 2F, COEX, Samsung-dong
Type	1 seat in open office layout shared by 3~4 companies (Average 13m²)	1 individual office layout (5.74m² × 1)
Number of Vacancies	8	1
Lease Period	July, 2017 ~ December, 2017 ※ may be extended by six months only once based on performance assessment results (around Nov, 2017) (up to 1 year of lease allowed)	

Application Eligibility

Basic Requirements	<ul style="list-style-type: none">➤ Any foreigner(including naturalized citizen) that is planning to start a business or have already started business within 1 year recently as of application date➤ Those holding visas which permit the residence within Korea as of application date, (D-8, F-2, F-4, F-5, F-6, etc)➤ Those holding C-3 visa which is in the process of status change to D-8 or D-9
Future Entrepreneur	<ul style="list-style-type: none">➤ Those who have not registered business in their name as of application date ※ Business registration must be finished within the mid-evaluation period for lease extension (Jul 3, 2017~end of Nov, 2017)(*Required)
Current Entrepreneur	<ul style="list-style-type: none">➤ Those who have registered private business or corporation after June 1, 2016 ※ For both business types, business registration should be finished after the date above
Ineligible Candidate	<ul style="list-style-type: none">➤ Those holding visas which do not permit the change of visa status within Korea➤ Companies that have graduated from the Incubation Office either at the Seoul Global Center, Gangnam/Yeouido Global Business Center➤ Business types(decadent/adult entertainment, gambling) that are restricted to foreigners in accordance with article 4 of the act of foreigner investment promotion



※ The schedule is subject to change and **the results will be announced individually via email.**

Required Documents

- Application form** (downloadable at <http://global.seoul.go.kr>)
- Resume** (Free style, 1page in A4) : Education, Experience, Awards, Participation in Global Center program
※ All the co-founders including applicant must submit the 1st page of the application & resume of each.
- Business plan** (Free style, up to 5 pages including front cover in A4)
: Write up with 5 points (**Business Summary, Background & Competence, Business Model, Action Plan, Potential Effect**)
- Copy of Identification** (Foreigner : Copy of Alien Registration Certificate(including back page) /Naturalized citizen : Identification Card & Certificate of Naturalization)
- Other documents**(Current entrepreneur : 1 copy of Business Registration /
Those holding visas to be expired/changed : Receipt of Visa Extension/Change)
※ If any required document is not submitted, your application will not be assessed.
※ When any fraudulent act including intentional omission/false information/forgery of required documents or prior business activities is confirmed, the applicant will be excluded from candidate list
※ If the applicant, interviewee and actual tenant are not identical, the permission to use office will be cancelled.

How to Submit

- Email : sgc.incubation@gmail.com ※ Email application only

For Inquiries

Tel (02)2075-4112/4122

Email sgc.incubation@gmail.com