**Innovation HelpDesk**

Completion instructions: Provide a clear description of the product/service. Fill in required data on the company and its processes. If necessary, use appendices. Avoid long descriptions in writing, use charts.

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| --- | --- |
|  | **Contact details** |
| * **Name of company**Click here to enter text.
* **Name of contact person**

Click here to enter text.* **Phone number (with country code)** Click here to enter text.
* **E-mail address** Click here to enter text.
 |
|  | **Description of the product/service**Enclose process chart as Appendix 1. |
| Click here to enter text. |
|  | **What is innovative about the product/service?** |
| Click here to enter text. |
|  | **Possible corresponding products/services** |
| **In Finland**Click here to enter text. |
|  | **In other countries, where?**Click here to enter text. |
|  | **Customer benefit of the product/service** |
| Click here to enter text. |
|  | **Target groups and geographical market areas** |
| Click here to enter text. |
|  | **What are the following steps in the development of the product/service?** |
| Click here to enter text. |
|  | **Pricing** |
| Click here to enter text. |
|  | **Provisions applicable to the operations (own assessment)** |
| Click here to enter text. |
|  | **Company risks and risk management** |
| Click here to enter text. |
|  | **Risks to the customer** |
| Click here to enter text. |
|  | **Core IT systems and IT security** |
| **Maintained in house** [ ]  **Outsourced** [ ] Click here to enter text. |
|  | **Due diligence, anti-money laundering and prevention of terrorist financing** |
| Click here to enter text. |
|  | **Founders, owners and management** |
| Click here to enter text. |
|  | **Capital/funding of operations** |
| Click here to enter text. |
|  | **Additional information (such as possible cooperating partners)** |
| Click here to enter text. |
|  | **Appendices** |
| Appendix 1 Process chart for the serviceAppendix 2 Click here to enter text.Appendix 3 Click here to enter text.Appendix 4 Click here to enter text.Appendix 5 Click here to enter text. |
|  | **Date** Click here to enter text.  |
|  | **Signatures** |
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