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| **附件2：** |
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| **牡丹江市小型微型企业** |
| **创业创新基地申请报告** |
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| **申请单位名称：             （盖章）** |
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| **填 报 日 期：        年    月    日** |
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|  |
| **牡丹江市工业和信息化局制** |

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| 申请报告主要内容 | | | | | | | | | | | | | | | | | | | | | | | | |
| 一、牡丹江市小型微型企业创业创新基地申请表(附表1） | | | | | | | | | | | | | | | | | | | | | | | | |
| 二、管理和服务人员及创业辅导师情况表（附表2） | | | | | | | | | | | | | | | | | | | | | | | | |
| 三、创业基地入驻企业名单及服务评价表(附表3) | | | | | | | | | | | | | | | | | | | | | | | | |
| 四、基地相关情况简要说明 | | | | | | | | | | | | | | | | | | | | | | | | |
| （一）申请单位的基本情况（包括：创立发展沿革、 | | | | | | | | | | | | | | | | | | | | | | | | |
| 目前基本情况、发展目标等）。 | | | | | | | | | | | | | | | | | | | | | | | | |
| （二）基地管理运营情况（包括：主要管理服务制度、 | | | | | | | | | | | | | | | | | | | | | | | | |
| 人员激励、能力提升、引入服务机构情况）。 | | | | | | | | | | | | | | | | | | | | | | | | |
| （三）基地服务功能情况（包括：主要服务内容、服 | | | | | | | | | | | | | | | | | | | | | | | | |
| 务能力、服务规模以及服务收费情况，是否为入驻小微企业 | | | | | | | | | | | | | | | | | | | | | | | | |
| 提供公益性或低收费服务）。 | | | | | | | | | | | | | | | | | | | | | | | | |
| （四）基地管理服务创新情况（包括：物业服务智慧化 | | | | | | | | | | | | | | | | | | | | | | | | |
| 、项目管理数字化、创业服务平台化、产业布局生态化等基 | | | | | | | | | | | | | | | | | | | | | | | | |
| 地运营管理模式上的创新）。 | | | | | | | | | | | | | | | | | | | | | | | | |
| （五）基地主要服务业绩（包括：通过提供综合服务使入 | | | | | | | | | | | | | | | | | | | | | | | | |
| 驻企业受益情况，入驻企业发展壮大及毕业情况）。 | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | 附表1： | | | |  | |  | |  | |  | |  | |  |  | | |  | |  | |  | |
| 牡丹江市小型微型企业创业创新基地申请表 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 申请单位（公章）： | | | | | | | | | | | | | | 单位：万元、人、平方米、户 | | | | | | | | | | | |
| **基本情况** | | 单位名称 | | | |  | | | | | | 基地名称 | | | | |  | | | | | | | | |
| 注册资本 | | | |  | | | | | | 法人代表(负责人) | | | | |  | | | | | | | | |
| 成立时间 | | | |  | | | | | | 县（市）区基地               认定部门及时间 | | | | |  | | | | | | | | |
| 基地网址 | | | |  | | | | | | 主管部门 （指导部门） | | | | |  | | | | | | | | |
| 联系人 | | | |  | | | | | | 联系电话 | | | | |  | | | | | | | | |
| 基地占地面积 | | | |  | | | | | | 申报单位从业人员数量（截至上年末） | | | | |  | | | | | | | | |
| 基地建筑面积 | | | |  | | | | | |
| 公共服务场所面积 | | | |  | | | | | | 创业辅导师数量 （持证） | | | | |  | | | | | | | | |
| **运营情况** | | 基地信息化        基础设施 | | | | 光纤接入情况 | | | | | |  | | | | | | | | | | | | | |
| 宽带带宽 | | | | | |  | | | | | | | | | | | | | |
| 无线信号覆盖情况 | | | | | |  | | | | | | | | | | | | | |
| 近两年经营情况 | | | | 年 份 | | 资产 总额 | | 营业 收入 | | 入驻企业数 | | 其中：      小微企业数 | | | 小微企业占      入驻企业比例 | | | | | | | 入驻企业就业人数 | |
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| **合作服务 机构情况** | | 合作服务机构名称 | | | | | | | | 主要服务内容 | | | | | | | 签订协议时间 | | | | | | | | |
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| **服务功能情况** | | 上年度服务次数 | | | | | | | | 上年度公益性服务次数 | | | | | | | 公益性服务占服务总量占比（%） | | | | | | | | |
|  | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否为入驻企业提供信息服务及简况 | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否为企业提供创业辅导及简况 | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否为入驻企业提供创新支持及支持简况 | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否为入驻企业提供人员培训及培训简况 | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否组织市场营销活动及活动简况 | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否为入驻企业提供投融资服务 | | | | | | | |  | | | | | | | | | | | | | | | |
| 是否为入驻企业提供管理咨询服务及服务简况 | | | | | | | |  | | | | | | | | | | | | | | | |
| 基地为入驻企业给提供的其他专业服务情况 | | | | | | | |  | | | | | | | | | | | | | | | |
| **示范性自述 （不超过400字）** | | | |  | | | | | | | | | | | | | | | | | | | | | |
| 注：1.合作服务机构情况和服务功能情况可自行增加行。 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.示范性自述参照《牡丹江市小型微型企业创业创新基地管理办法》中申报条件进行列举 | | | | | | | | | | | | | | | | | | | | | | | | | |
| |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | 附表2： |  |  |  |  |  |  |  |  | | **管理和服务人员及创业辅导师情况表** | | | | | | | | |  | | 序号 | 姓名 | 性别 | 年龄 | 学历 | 职务 | 职称 | 主要工作内容 | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  | |  | | 注：创业辅导师资质证明附后。 | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | 附表3： | |  | |  | |  | |  | |  | |  | |  | | |  |  | |  | |
| 创业创新基地入驻企业名单及服务评价表 | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | 企 业 名 称 | | 法人代表 | | 入驻时间 | | 是否签订入驻合同 | | 就业 人数 | | 联系人 | | 联系电话 | | 接受服务内容 | | | 服务评价 | | | | |
| 很满意 | 基本满意 | | 不满意 | |
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