

# Applying for Salary Assistance

## \*Businesses/NGOs only

STEP  
ONE

### Choose which form you need

Form 1 for business owners or Non-Governmental Organisations (NGOs) with **one or more employees** for payroll assistance.

OR

Form 2 for **self-employed** business owners seeking financial assistance.



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*Seychelles Ministry of Finance, Trade,  
Investment and Economic Planning*



# Applying for Salary Assistance

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STEP  
TWO

### Get the form

Download the forms from [www.finance.gov.sc](http://www.finance.gov.sc) under the 'Financial Schemes' section.



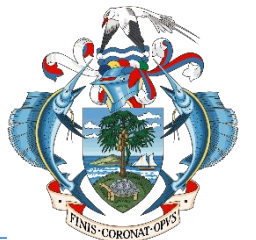
Alternatively, application forms can be collected from:

- Ministry of Finance, Liberty House
- Ministry of Employment
- Seychelles Chamber of Commerce and Industry
- District Administration (DA) offices



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# Applying for the Salary Assistance Scheme

## \*Businesses/NGOs only

STEP  
THREE

### **Call the Hotline on 2 82 82 62**

If employers require any assistance filling in the form, please call the Salary Assistance Scheme Hotline.



Due to guidelines provided by Public Health on COVID-19 prevention, **face-to-face interaction with the public will be limited** and arranged on an appointment basis only.

# Applying for the Salary Assistance Scheme

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STEP  
FOUR

### **Submit your form**

Via email - your signed and scanned form with supporting electronic documents via email at [fa4jr@finance.gov.sc](mailto:fa4jr@finance.gov.sc)

Via collection box: submit documents in a SEALED envelope to the designated collection box in the following locations:

- Security at Ministry of Finance, Liberty House, Victoria
- Any District Administration office

