



**APPLICATION FOR FINANCIAL INCENTIVES  
FOR PARTICIPATION IN EXHIBITIONS AND FAIRS  
(Applicable to exhibitions or fairs with delegations organised by IPIM)**

INFORMATION OF APPLICANT			
(to be identical to the name submitted in Form "Mod M/1" or as names registered with the Identification Services Bureau)			
Name of the Enterprise/Entity:			
Registration No. (as registered in the Industrial Contribution M/1 Form):			
Address:			
Contact Person:		Position/ Title:	
Telephone (/Mobile):		Fax:	
Email Address:		Website:	
Business Scope:			
Registered Enterprises <input type="checkbox"/>		Non-Profit Entities <input type="checkbox"/>	
BRIEF DESCRIPTION OF THE EVENT			
Name of the Event:			
Date:		Venue:	
Purpose of participation:		Products/services to be exhibited:	
Booth size (m <sup>2</sup> ) (applicable to a 9 m <sup>2</sup> booth only):	<b>9m<sup>2</sup></b>		
REFUND ARRANGEMENT AFTER THE EVENT			
Cheques made payable to:			
DOCUMENTS REQUIRED			
Copy of the Certificate of Business Registration (issued within 3 months of the application) <sup>1</sup>	Copy of the Macao ID card of the entity's legal representative(s) <sup>2</sup>		
Copy of the <u>entity</u> set up and the announcement of the entity in the Macao Government Gazette <sup>2</sup>	Copy of a declaration of no tax arrears issued by Macao Financial Services Bureau		
Copy of the registration certificate issued by the Macao's Identification Services Bureau, including the organisation structure <sup>2</sup>	Copy of the Contribuição Industrial – Conhecimento de Cobrança (M/8 Form)		
Copy of the Declaration of Start/Alteration of Activity of Industrial Contribution (M/1 Form) or copy of the Declaration of Start issued by the Financial Services Bureau (DSF).	Documentary proof that the air ticket user is the official person in charge/staff of the application company.		
Copy of the Macao ID card of the enterprise's shareholder(s)			
<sup>1</sup> Except sole proprietorship enterprise. <sup>2</sup> Documents to be submitted by an organisation. <sup>3</sup> IPIM reserves the right to waive/request other relevant documents in the approval and review of the application.			
T E R M S  A N D  C O N D I T I O N S	<p>1) Enterprises representing products Made in Macao, Macao brands and Portuguese-speaking countries are given priority to participate in the exhibition</p> <p>2) <b>APPLICATION PROCEDURES</b></p> <ul style="list-style-type: none"> <li>◆ It must meet the application deadline of the event.</li> <li>◆ Application fee must be submitted within 10 days of application's approval. Failure to do so or any late submissions will be considered as withdrawal of the application.</li> <li>◆ <b>Enterprise applying for financial incentives shall pay an application fee of MOP10,000 (payable to Macao Trade and Investment Promotion Institute). A refund of MOP8,000 (within Guangdong province, inclusive of Hong Kong) or MOP6,000 (overseas or out of Guangdong province) will be given to the applicant after the exhibition. If the incentive recipients fail to fulfil the obligations and regulations mentioned below, IPIM reserves the right to take any measures considered appropriate. That may then be taken into consideration if such enterprises/entities apply for any other financial incentives in future.</b></li> <li>◆ Any alterations of or any intention to cancel the application must be submitted in writing to IPIM 20 days prior to the event.</li> </ul> <p>3) <b>OBLIGATIONS OF THOSE RECEIVING FINANCIAL INCENTIVES</b></p> <ul style="list-style-type: none"> <li>◆ Construction and setting up of exhibition booths should meet IPIM's deadline. The representative of the incentive recipient and entrepreneur delegation shall follow the event guidance given by IPIM.</li> <li>◆ The exhibition booth concerned cannot be shared with or transferred to any other company. Any occupation of site passage(s) outside the booth is strictly forbidden. Any non-compliance with the regulations of the event is strictly forbidden. Any early evacuation is strictly forbidden.</li> <li>◆ For promotional events during the exhibition, on-site sales of any related exhibit(s) is forbidden.</li> </ul> <p>4) <b>REGULATIONS FOR THE STORAGE OF EXHIBIT(S)</b></p> <ul style="list-style-type: none"> <li>◆ For a standard booth, the storage limit is 3 m<sup>3</sup> at maximum, and the height limit is 1 metre at maximum.</li> <li>◆ IPIM must be notified of all stored goods exceeding 3 m<sup>3</sup> ahead of the event, so as to arrange warehouse storage.</li> <li>◆ IPIM does not guarantee the safety and security of the exhibits in the exhibition booth and shall not in any way be liable or responsible for any theft, loss or damage thereof.</li> <li>◆ All goods must be stored away neat and tidy, and should be covered.</li> </ul> <p>5) <b>REGULATIONS FOR ON-SITE SALES</b></p>		



- ◆ Application must be submitted to IPIM in writing prior to the Event, details such as the quantity and type of goods should be specified.
  - ◆ For goods approved for sale they must be produced by the incentives recipient, or the incentives recipient must be the agent for the product. Submission of related qualifications or certifications is required.
  - ◆ All goods for on-site sales must be in full compliance with the instructions for the event, such as meeting quality, safety and taxation requirements.
- 6) **COPYRIGHTS:**
- ◆ The incentive recipient should guarantee that all exhibits, packing, promotional materials or display of the booth does not infringe the copyright or other intellectual property rights of any third party, particularly registered or unregistered trademark, copyright, outlook design, names, patents
- \* **DISCLAIMER** : The applicant shall ensure the accuracy of the information submitted. IPIM will not be liable for any legal responsibilities, taken via the Internet and/or at the exhibition, by any enterprises.

**Declaration of Collection of Personal Data**

I acknowledge and agree to give the Macao Trade and Investment Promotion Institute (IPIM) direct access to all relevant tax and business registration information relating to this application included in Macao Government databases, namely those of the Macao Financial Services Bureau and of the Commerce and Movable Property Registry. Such information is to be used only for purposes related to the processing of this application, under the terms of IPIM's Incentive Programme for Participation in Exhibitions and Trade Fairs.

I do not agree to give the Macao Trade and Investment Promotion Institute (IPIM) direct access to any relevant tax and business registration information relating to this application included in Macao Government databases, namely those of the Macao Financial Services Bureau and of the Commerce and Movable Property Registry. I confirm that all supporting documents needed to process this application, namely documents featuring relevant tax and business registration information, will be submitted by me.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**We hereby declare that the information provided above is completely accurate and true. We understand and agree with the rules and regulations.**

\_\_\_\_\_  
 STAMP AND SIGNATURE OF THE APPLICANT

**FOR IPIM USE ONLY**

Received by	Date of Receipt	Application No.