

- Sole Proprietorship
 Organisation
 Limited Liability Company



澳門貿易投資促進局
 Instituto de Promoção do Comércio e do Investimento de Macau
 Macao Trade and Investment Promotion Institute

Application no.: _____
 Receipt date: _____

POST-EVENT SUMMATION REPORT

FINANCIAL INCENTIVE FOR PARTICIPATION IN EXHIBITIONS AND FAIRS

PART 1: INFORMATION OF EVENT

Name of entity:			
Name of event:			
Date of event:	From _____ / _____ / _____ to _____ / _____		
Event venue:			
Contact person:		Mobile phone:	
Exhibits: (product/service)			

PART 2: EXHIBITING EXPENDITURE

	Item	Actual Payment Amount (Please indicate the corresponding currency)
1	Rental of exhibition booth	
2	Construction/Decoration fees for exhibition booth	
3	Exhibits delivery (only applicable to outbound events)	
4	Air tickets (only applicable to outbound events)	
5	Fees of advertisement in exhibition directory	
6	Fees of advertisement on official website of the event	
7	Production fees for pamphlets/brochures	
8	Production fees for promotional video	
Total amount:		

PART 3: PHOTOS OF EXHIBITION AND EXHIBITION BOOTH

Please attach at least **4** photos to this report

PART 4: EXHIBITING EFFICACY /OPINION/SUGGESTION (You may provide any of the said types of feedback)

DECLARATION, SIGNATURE AND STAMP OF LEGAL REPRESENTATIVE

I hereby declare that all information submitted to Macao Trade and Investment Promotion Institute is true, and that the amount(s) shown on the receipt(s) is/are the actual payment amount(s) after all forms of discount. I am aware of and understand the criminal liability of falsifying documents and/or making false statements under Macao's Law.

Name: _____ Signature & Stamp: _____ Date: _____ / _____ / _____

(In accordance with the signature on Macao Resident Card)