



Form 1

## Macao–Hengqin

### Travel Stimulation Programme

### PRE-SCREEING APPLICATION FORM

PLEASE READ THE PROGRAM OUTLINE OF THE “MACAO-HENGQIN TRAVEL STIMULATION PROGRAM” BEFORE COMPLETING THIS FORM.

To be filled in by the Macao Government Tourism Office or the Economic Development Bureau of Hengqin only		
<b>Received by:</b> <input type="checkbox"/> Macao Government Tourism Office <input type="checkbox"/> Economic Development Bureau of Hengqin	<b>Eligibility:</b> <input type="checkbox"/> The “Incentive Travel” event is held in Macao or Hengqin <input type="checkbox"/> Has a minimum of 40 non-Macao nor non-Hengqin residents <input type="checkbox"/> With a stay in Macao for at least two consecutive nights and in Hengqin for at least one night	<b>Pre-screening result:</b> <input type="checkbox"/> The applicant is qualified and meets all the creteria <input type="checkbox"/> The applicant is not qualified as not meets all the criteria
Date received: ____ / ____ / ____		
Recipient: _____		

Applicant Details				
<b>Part 1: Organiser or Planner</b>				
<b>Organiser or planner of “Incentive Travel” Event</b>	<b>Official Registered Name of Entity (name of business registration or non-profit organisation)</b>			
	_____			
	<i>If the name of business registration or non-profit organisations is different from the official registered name, the name of business registration or non-profit organisations must be written in brackets next to the official registered name</i>			
	<table border="1"> <thead> <tr> <th>Type of Entity</th> <th>Primary business</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	Type of Entity	Primary business	_____
Type of Entity	Primary business			
_____	_____			
<b>Part 2: Appointed Applicant or Entity</b>				
<p><i>*If the applicant is not the organiser or planner, an official appointment letter issued by the organiser or planner must be submitted to identify the applicant’s identity and role in the event. The organiser or planner must acknowledge the applicant as the only entity to apply this Program and the appointed party to handle the arrangements of related event in Macao and/or Hengqin and receive the related support (if applicable).</i></p>				



<b>Name of the Appointed Applicant</b> <i>First name, Last name (please use block letters) (Mr/Ms)</i>			
<b>Or Name of the Appointed Entity</b>	<i>If the name of business registration or non-profit organisations is different from the official registered name, the name of business registration or non-profit organisations must be written in brackets next to the official registered name used for business registration is different from the registered name, please provide it on the right in parentheses.</i>		
	<b>Type of Entity</b>	<b>Primary Business</b>	
<b>Contact Details of the Applicant/Entity</b>			
<b>Address</b>			
<b>Country/Region</b>		<b>City</b>	
<b>Tel.</b>	( )	<b>Fax.</b>	( )
<b>E-mail</b>		<b>Website</b>	
<b>Name of Primary Contact</b>		<b>Title of Primary Contact</b>	
<b>E-mail of Primary Contact</b>		<b>Tel. of Primary Contact</b>	( )
<b>Part 3: Details of Event</b>			
<b>Name of “Incentive Travel” Event</b>			
<b>Date of the Event</b> <i>(DD/MM/YYYY)</i>	From ___ / ___ / ___ to ___ / ___ / ___	<b>Number of non-Macao and non-Hengqin Participants</b>	
<b>Activity Venue of the Event</b>			
<b>Brief of the Event</b>			
<b>Name of Hotel Accommodation</b>	<b>Macao:</b>	<b>Nights of Stay</b>	<b>Macao: _____ night(s)</b>
	<b>Hengqin:</b>		<b>Hengqin: _____ night(s)</b>



**Remarks:**

- The pre-screening of the “Macao–Hengqin Travel Stimulation Programme” takes five working days starting from the second day upon receipt of a completed “Pre-screening Application Form” (Form 1);
- The applicant who has passed the pre-screening is required to submit a completed “Macao–Hengqin Travel Stimulation Programme – Support Items Application Form” (Form 2), together with all required supporting documents, to the Macao Government Tourism Office and/or the Economic Development Bureau of Hengqin **at least 15 working days prior to the first day of the event;**
- The applicant is required to submit an event report (Form 3) in duplicate to both the Macao Government Tourism Office and the Economic Development Bureau of Hengqin **within 10 working days upon completion of the event;**
- Applications that fail to comply with any of the abovementioned requirements will be disqualified automatically, the application will not proceed further by Macao Government Tourism Office and the Economic Development Bureau of the Guangdong-Macao In-depth Co-operation Zone in Hengqin;
- The Macao Government Tourism Office handles personal data in accordance with Law No. 8/2005 (Personal Data Protection Law);
- The Economic Development Bureau of Hengqin handles personal data in accordance with the Personal Information Protection Law of the People’s Republic of China.

**Macao Government Tourism Office**

**Tourism Product and Events Department – Business  
Tourism and Events Division**

Alameda Dr. Carlos d’Assumpção, n.ºs 335-341, Edf. “Hot Line”, 14<sup>th</sup> floor, Macao

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Tel. No.: (+853) 28315566

**Economic Development Bureau of Hengqin**

**Division of Tourism, MICE and Commerce**

3rd floor, Building No. 1, 868 Gang’ao Avenue, Guangdong-Macao In-Depth Cooperation Zone in Hengqin

E-mail address: [dtmc@hengqin.gov.cn](mailto:dtmc@hengqin.gov.cn)

Tel. No.: (+86) 756 8847002

**Part 4: Declaration**

- On behalf of the applicant and the entity, I hereby declare that I have acknowledged and agreed to observe the content, terms and conditions of the “Macao–Hengqin Travel Stimulation Program”. I guarantee that all information provided by me is true and accurate, and I agree to inform the Macao Government Tourism Office and the Economic Development Bureau of Hengqin of any changes to the information.
- I agree that the personal data provided in this form serves for applying this Program and communication purposes between the Macao Government Tourism Office and the Economic Development Bureau of Hengqin with the applicant.

**Applicant’s Signature and Date**

**Entity Seal**

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