



**Macao–Hengqin
Travel Stimulation Programme
EVENT REPORT (TEMPLATE)**

Form 3

<i>To be filled in by the Macao Government Tourism Office / Economic Development Bureau of Hengqin</i>	
Received by: <input type="checkbox"/> Macao Government Tourism Office <input type="checkbox"/> Economic Development Bureau of Hengqin Date received: ____ / ____ / ____ Recipient: _____ Remarks:	Received documents: <input type="checkbox"/> Event report <input type="checkbox"/> Event photos (quantity: ____) <input type="checkbox"/> Rooming list of overnight guests from hotel <input type="checkbox"/> Others: _____

Part 1: Applicant Information

Organiser Planner/Appointee
 Company/Entity Organisation
 Others, please specify: _____
 Name of applicant: _____
 Contact person: _____
 Tel. : _____ Fax: _____
 E-mail: _____

Part 2: Details of Event

Please ensure the consistency of the below information in all required documents:

1. Event name: _____
2. Date and venue of event in Macao: _____
3. Date of arrival in Macao: ____/____/____ Date and time of departure from Macao: _____
4. No. of participants in Macao: _____
5. Date and venue of event in Hengqin: _____
6. Date of arrival in Hengqin: ____/____/____ Date and time of departure from Hengqin: _____
7. Number of participants in Hengqin: _____
8. Breakdown of the number of non-Macao and non-Hengqin residents by geographical location:

Mainland China: ____ (except Hengqin)	Hong Kong SAR: ____	Taiwan Region: ____
Africa: ____	Australia: ____	Canada: ____
India: ____	Europe: ____	Japan: ____
Korea: ____	Indonesia: ____	New Zealand: ____
Malaysia: ____	Middle East: ____	Singapore: ____
South & South East Asia: ____	The Philippines: ____	South Pacific: ____
Thailand: ____	USA: ____	Others, please specify: _____



9. Please specify the number of participants whose place of origin is in the Guangdong-Hong Kong-Macao Greater Bay Area:

Guangzhou	Shenzhen	Zhuhai	Foshan
Dongguan	Zhongshan	Jiangmen	Huizhou
Zhaoqing	Hong Kong SAR		

Required documents for the “Macao–Hengqin Travel Stimulation Programme” after the completion of the event:

- | |
|---|
| <p>1. An activity report issued by the activity planner/entity, with information requested by the Macao Government Tourism Office and the Economic Development Bureau of Hengqin;</p> |
| <p>2. Photos of the activity (minimum of 1MB each, including: group photo, photos of the opening ceremony and/or activity in progress, photos showing the activity banner or backdrop, etc.).</p> |

Personal Data Processing

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.

Remarks

The event report must be submitted in duplicate to both the Macao Government Tourism Office and the Economic Development Bureau of Hengqin **within 10 working days** after the completion of the event.

Signature and Date

Entity Seal

/ /
