



# **Macao–Hengqin**

# **Travel Stimulation Program**

## **Program Outline**

**(Effective from 1<sup>st</sup> January 2024)**



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## 1. General Information

### 1.1 Purpose

The General Plan for Building a Guangdong-Macao In-depth Cooperation Zone in Hengqin was released in September 2021, supporting the appropriate diversified development of Macao’s economy. To facilitate the sharing and extension of tourism resources of Macao and the Guangdong-Macao In-depth Co-operation Zone in Hengqin (hereinafter referred to as “Hengqin” ) and to foster tourism development of the two regions, Macao Government Tourism Office and Economic Development Bureau of Hengqin jointly launch the “Macao–Hengqin Travel Stimulation Program” (“the Program”) by mainly targeting the “Incentive Travel” at the first stage, attracting more business visitors to organise “Incentive Travel” in Macao and Hengqin. Based on the incentive policies for the development of “cross-border multi-destination travel ” and the promotion of “ multi-destination itineraries ” set out respectively in the Support Measures for the Development of the Cultural and Tourism Industries of the Guangdong-Macao In-depth Co-operation Zone in Hengqin and the Support Measures for the Development of the Convention and Exhibition Industry of the Guangdong-Macao In-depth Co-operation Zone in Hengqin, the Program aims to develop “ multi-destination ” itineraries and “ one exhibition, two cities ” in Macao and Hengqin and to encourage business visitors to experience and explore the local community for facilitation of the community’s economic development.

### 1.2 Beneficiary

Organisers, Planners or appointed Applicant (hereinafter referred to as the “applicant”) of “Incentive Travel” activities to be held in Macao or Hengqin:

- Enterprises that are legally incorporated and registered for tax purposes in Macao or Hengqin;
- Non-profit organisations that are legally established in Macao or Hengqin;
- Entities outside of Macao or Hengqin established according to the local law.

### 1.3 Eligibility

The “Incentive Travel” activity in Macao or Hengqin should have a minimum of 40 non-Macao nor non-Hengqin residents respectively, and with a stay in Macao for at least two consecutive nights and in Hengqin for at least one night.



## 2. Support Items

### 2.1 Support Items – Macao

<b>Scale (Number of Participants)</b>	<b>Support Items</b>
40–100	(A) Souvenir + (B) The Historic Centre of Macao tour
101–300	(A) Souvenir + choose one item from (B) to (E) (B) The Historic Centre of Macao tour (C) Authentic Macao gastronomy experience (D) Featured Macao tourism products experience* (E) Featured Macao cultural performances*
300+	(A) Souvenir + choose two items from (B) to (H) (B) The Historic Centre of Macao tour (C) Authentic Macao gastronomy experience (D) Featured Macao tourism products experience* (E) Featured Macao cultural performances* (F) Value-added business services* (G) City of Gastronomy workshops* (H) Cultural and creative workshops*

\*For details of the support items, please refer to Form 2 (Macao–Hengqin Travel Stimulation Program –Application Form with Support Items)



## 2.2 Support Items – Hengqin

Number of Participants	Support Items
40–100	(A) Souvenir + one item from (B) to (D) (B) Xiaohengqin Mountain ecological tour (C) Flower Promenade ecological tour (D) Mangzhou Wetland Park ecological tour
101–300	(A) Souvenir + one item from (B) to (E) (B) Xiaohengqin Mountain ecological tour (C) Flower Promenade ecological tour (D) Mangzhou Wetland Park ecological tour (E) China Red Sandalwood Museum Hengqin Branch tour
300+	(A) Souvenir + one item from (B) to (G) (B) Xiaohengqin Mountain ecological tour (C) Flower Promenade ecological tour (D) Mangzhou Wetland Park ecological tour (E) China Red Sandalwood Museum Hengqin Branch tour (F) Guangdong cuisine making tour (glutinous rice buns / glutinous rice puddings with red beans / flat rice noodles / dried fish making) (G) Traditional Chinese skills tour (calligraphy / paper cutting / sugar figurines)

## 3. Review Procedures and Submission of Information & Documents

### 3.1 Pre-screening Procedures

3.1.1. The pre-screening of the “Macao–Hengqin Travel Stimulation Program” (hereinafter referred to as the “Program”) takes five working days starting from the second day upon receipt of a completed “Pre-screening Application Form” (Form 1: Macao–Hengqin Travel Stimulation Program – Pre-screening Application Form);



- 3.1.2. The Macao Government Tourism Office (MGTO) or the Economic Development Bureau of Hengqin (ECDHengqin) review the information on Form 1 provided by the applicant and verify if all of the following criteria are fulfilled:
- i. The “Incentive Travel” activity is held in Macao or Hengqin;
  - ii. Minimum of 40 pax of non-Macao nor non-Hengqin participants respectively;
  - iii. With a stay in Macao for at least two consecutive nights and in Hengqin Zone for at least one night
- 3.1.3. A written result of pre-screening will be informed to the applicants by either The MGTO or the ECDHengqin after the pre-screening procedure is taken;

### 3.2 Submission of Information & Documents

The applicant who has passed the pre-screening is required to submit a completed application form (Form 2: Macao–Hengqin Travel Stimulation Programme – Support Items Application Form) and the following supporting documents and activity details to the MGTO and/or the ECDHengqin at least **15 working days** prior to the first day of the activity:

- 3.2.1. A signed agreement/contract regarding the “Incentive Travel” activity, receipts of deposits issued by relevant service providers (activity venue, hotel, travel agency, etc.), accommodation confirmation, a full name list of participants, and submit the following required information to MGTO and ECDHengqin respectively:

MGTO: Company’s profile and legal registration document (such as Business License or Government certification) of the Event Planner; as well as a copy of the Industrial Tax Statement (“M/8” Form) of the service provider (s)

ECDHengqin: business certificates/licences and records of tax payments and social security fund contributions in the previous year or a recent period of the service providers in Mainland China; a company profile and a legally binding registration document (a business certificate/licence or government certification) of the activity planner and the applicant

- 3.2.2. If the applicant is not the event planner, an official letter of authorisation issued by the event planner must be submitted for verification of the applicant’s identity and role in the activity. The event planner must mention in the letter that the applicant is acknowledged as the only entity applying for this Program, and is authorised to arrange the event in Macao or Hengqin and to receive the relevant support (if applicable).



### 3.3 Event Report

The applicant is required to submit an event report (Form 3: Event Report) in duplicate to both the MGTO and the ECDHengqin within **10 working days** upon completion of the event. The report should include the information mentioned in the event report template, rooming list of participants provided by the hotel, and photos of the event.

## 4. Terms and Conditions

Eligible applicant(s) of the Program are required to comply with the following terms and conditions:

4.1 The Program is applicable to confirmed events only. The applicant must submit to the MGTO and the ECDHengqin the signed agreement/contract, receipts of accommodation deposits, and a full name list of participants for verification;

4.2 The eligibility criteria, as well as terms and conditions of this Program are subject to change without prior notice. MGTO and the EDCHengqin disclaim any liability of disputes related to any products and/or services provided by third parties

4.3 The approval of the above support must comply with the terms and conditions stipulated by the MGTO and the ECDHengqin. MGTO and the ECDHengqin reserve the rights of final decision and interpretation in the execution of this Program.

## 5. Terms to Comply

Interested parties may contact the MGTO or the ECDHengqin directly for the application enquiries.

5.1 The application form must be submitted duly and completely, together with all supporting documents mentioned in Point 3.2 (“Submission of Information & Documents”) of the Program, to the MGTO or the ECDHengqin **at least 15 working days prior to the first day of the event;**



- 5.2 The applicant who has passed the pre-screening mentioned in Point 3.1 of the Program is required to submit to the MGTO or the ECDHengqin with the relevant supporting documents and information for the application. Upon receipt of the documents and information, the authority will evaluate the event’s potential, benefits and significance. Should all the submitted documents and information fulfill the terms and conditions of this Program and the event be deemed viable through the authority’s evaluation, the authority will prepare the relevant documents according to the information provided by the applicant for a further administrative process and budget application. When approval is granted, the authority will inform the applicant of details of the relevant support in writing;
- 5.3 The applicant is obliged to provide the MGTO and the ECDHengqin with the relevant information about the event, and to authorise and assist staff of the authorities to conduct site inspection during the activity for assessment;
- 5.4 The applicant must submit Form 3 (Macao–Hengqin Travel Stimulation Program – Event Report) duly and completely, together with all supporting documents mentioned in Point 3.3 (“Event Report”) of the Program, to the MGTO or the ECDHengqin **within 10 working days after the completion of the activity**.

### Other Remarks

1. Applications that fail to comply with any of the abovementioned requirements will be disqualified automatically, the application will not be proceeded further by both of MGTO or the ECDHengqin;
2. The MGTO handles personal data in accordance with Law No. 8/2005 (Personal Data Protection Law);
3. The ECDHengqin handles personal data in accordance with the Personal Information Protection Law of the People’s Republic of China;
4. Please ensure the consistency of event details (including the event name, event date, and names of the event planner and applicant) in all required application documents;
5. By submitting photos, texts, images and data to the MGTO or the ECDHengqin, the applicant has authorised the authority to use the materials for website publishing, promotion, advertisement, publication, display, annual report, statistics or research purposes;





6. For enquiries regarding the Program, please contact the MGTO or the ECDHengqin.

**Contact Details**

<p><b>Macao Government Tourism Office</b></p> <p><b>Tourism Product and Events Department – Business Tourism and Events Division</b></p> <p>Address: Alameda Dr. Carlos d’Assumpção, n.ºs 335-341, Edf. “Hot Line”, 14<sup>th</sup> floor, Macao;</p> <p>E-mail address: <a href="mailto:businesstourism@macaotourism.gov.mo">businesstourism@macaotourism.gov.mo</a>;</p> <p>Tel. No.: (+853) 28315566</p>	<p><b>Economic Development Bureau of Hengqin</b></p> <p><b>Division of Tourism, MICE and Commerce</b></p> <p>Address: 3<sup>rd</sup> floor, Building No. 1, 868 Gang’ao Avenue, Guangdong-Macao In-Depth Cooperation Zone in Hengqin;</p> <p>E-mail address: <a href="mailto:dtmc@hengqin.gov.cn">dtmc@hengqin.gov.cn</a>;</p> <p>Tel. No.: (+86) 756 8847002</p>
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