



澳门特别行政区政府
Governho da Região Administrativa Especial de Macau
旅游局
Direcção dos Serviços de Turismo

旅游激励计划 - 申请表格
TRAVEL STIMULATION PROGRAM – APPLICATION FORM

填写表格前请阅读有关“旅游激励计划”详情。

PLEASE READ THE PROGRAM OUTLINE OF THE “TRAVEL STIMULATION PROGRAM” BEFORE COMPLETING THIS FORM

此栏由本局填写 For internal use only	备注:
收件日期: Received Date : _____	Remarks:
签收: Received by : _____	

申请者数据 Applicant Details				
Role of Applicant 申请者身份(请在合适的选项中打“X”)				
<input type="checkbox"/> “奖励旅游”活动之主办单位或策划人 (下称申请者) (请填写第一部分内的 1.项资料) Organizers and/or Planners of the “Incentive Travel” activity (referred as applicant below) (Please fill in Section 1. of Part 1)				
<input type="checkbox"/> “婚礼旅游”活动之新娘/新郎 (下称申请者) (请填写第一部分内的 2.项资料) The Bride/Groom of the “Wedding Travel” activity (referred as applicant below) (Please fill in Section 2. of Part 1)				
<input type="checkbox"/> “学生旅游”或教学相关活动之学校/大学/学院 (下称申请者) (请填写第一部分内的 3.项资料) School/College/University of the “Student Travel” Activity or other education related activities (referred as applicant below) (Please fill in Section 3. of Part 1)				
<input type="checkbox"/> “体育旅游”活动之主办单位或策划人 (下称申请者) (请填写第一部分内的 4.项资料) Organizers and/or Planners of the “Sports Travel” activity (referred as applicant below) (Please fill in Section 4. of Part 1)				
<input type="checkbox"/> 指定委托申请者/机构 (下称申请者) (请填写第一部分内的 1./2./3./4. 项及第二部分数据) The appointed applicant/entity (referred as the applicant below) (Please fill in Section 1./2./3./4. of Part 1 and Part 2)				
第一部分 PART 1 – 活动策划人 Event Planner				
1. “奖励旅游”活动之主办单位或策划人 Organizer and / or Planner of the “Incentive Travel” activity	官方注册机构名称 Official Registered Name of Entity			
	(请以正楷填写 PLEASE USE BLOCK LETTERS)			
	若设有之商号名称与官方名称不同, 请把商号名称填写于官方名称侧, 并加上括号 If the official name of the entity is different from the trading name, the trading name must be written in brackets next to the official name			
	<table border="1"><thead><tr><th>机构类型 Type of Entity</th><th>主要业务 Primary Business</th></tr></thead><tbody><tr><td> </td><td> </td></tr></tbody></table>	机构类型 Type of Entity	主要业务 Primary Business	
机构类型 Type of Entity	主要业务 Primary Business			
2. “婚礼旅游”活动之新娘 / 新郎 The Bride/Groom of the “Wedding Travel” activity	新娘或新郎名称 Name of Bride or Groom			
	中文姓, 名(先生/小姐) (请以正楷填写) (MR./MS.) LAST NAME, FIRST NAME (PLEASE USE BLOCK LETTERS)			



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3. “学生旅游”活动或教学相关活动之学校/学院/大学 School/College/University of the “Student Travel” Activity or other education related activities	学校/大学/学院名称 Official Registered Name of School/University/College	
	(请以正楷填写 PLEASE USE BLOCK LETTERS)	
4. 体育旅游”活动之主办单位或策划人 Organizer and / or Planner of the “Sports Travel” activity	官方注册机构名称 Official Registered Name of Entity	
	(请以正楷填写 PLEASE FILL USE BLOCK LETTERS)	
	若设有之商号名称与官方名称不同，请把商号名称填写于官方名称侧，并加上括号 If the official name of the entity is different from the trading name, the trading name must be written in brackets next to the official name	
	机构类型 Type of Entity	主要业务 Primary Business

第二部分 PART 2 – 受委托申请者或机构 Appointed Applicant/Entity

註：如申請者非活動策劃人，需提供由策劃人發出的委託信以證明申請者於該活動中之身份及角色，同時信中須註明活動策劃人已知悉有關申請者為是次申請之唯一實體，並將代處理於本澳之安排及收取有關支持（如適用）。

Remarks: If the Applicant is not the Event Planner, an official appointment letter issued by the Event Planner must be submitted to identify the Applicant's identity and role in the activity. The Event Planner must acknowledge the Applicant as the only entity to apply this program and the appointed party to handle the local arrangements of related activities in Macao and receive the related support from MGTO (if applicable).

受委托申请者名称 Name of the Appointed Applicant	中文姓, 名 (先生/小姐) (MR./MS.) LAST NAME, FIRST NAME (PLEASE USE BLOCK LETTERS)		
或受委托申请机构名称 Or Name of the Appointed Entity	(请以正楷填写 PLEASE USE BLOCK LETTERS)		
	若设有之商号名称与官方名称不同，请把商号名称填写于官方名称侧，并加上括号 If the official name of the entity is different from the trading name, the trading name must be written in brackets next to the official name		
	机构类型 Type of Entity	主要业务 Primary Business	
申请者/机构联络数据 Contact Details of the Applicant/Entity			
地址 Address			
城市 City		国家 / 地区 Country / Region	
电话 Tel.		电邮 E-mail	
传真 Fax		网址 Website	



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主要联络人姓名 Key Contact Person's Name		主要联络人职衔 Key Contact Person's Title	
主要联络人电邮地址 Key Contact Person's Email		主要联络人电话号码 Key Contact Person's Contact No.	

第三部分 PART 3 – 合资格之活动资料 Details of the Qualified Activity			
奖励旅游/婚礼旅游/ 学生旅游/体育旅游活动名称 Name of the Incentive Travel / Wedding Travel / Student Travel / Sports Travel Activity	(请以正楷填写 PLEASE USE BLOCK LETTERS)		
已确定之奖励旅游/婚礼旅游/ 学生旅游/体育旅游活动 Confirmed Incentive Travel / Wedding Travel / Student Travel / Sports Travel Activity	<input type="checkbox"/> 奖励旅游活动 (或团队建立活动); Incentive Travel Activity (or team building activity); <input type="checkbox"/> 婚礼旅游活动; Wedding Travel Activity; <input type="checkbox"/> 学生旅游活动 (或教学相关活动); Student Travel Activity (or education related activity); <input type="checkbox"/> 体育旅游活动; Sports Travel Activity;		
	*请选择行程中其中一项活动作为申请支持的项目 PLEASE SELECT ONLY ONE OF THE ABOVE FOR APPLYING THE SUPPORT UNDER THIS PROGRAM		
活动日期 Date of the Event	由 ____/____/____ 至 ____/____/____ From (DD/MM/YYYY) to (DD/MM/YYYY)	活动地点 Event Venue	
入住酒店名称 Name of Hotel Accommodation		非澳门参加者人数 No. of Non-Macao Participants	
按地理位置划分之 非澳门参加者数目 市场明细 Market Breakdown of Non-Macao Participants by Geographical Location	非洲 Africa: _____ 澳洲 Australia: _____ 加拿大 Canada: _____ 中国内地 Mainland China: _____ 欧洲 Europe: _____ 香港特区 Hong Kong SAR: _____ 印度 India: _____ 印度尼西亚 Indonesia: _____ 日本 Japan: _____ 韩国 Korea: _____ 马来西亚 Malaysia: _____ 中东 Middle East: _____ 新西兰 New Zealand: _____ 菲律宾 The Philippines: _____ 新加坡 Singapore: _____ 南亚及东南亚 South & South East Asia _____ 南太平洋 South Pacific: _____ 台湾地区 Taiwan Region: _____ 泰国 Thailand: _____ 美国 USA: _____ 其他, 请注明 Others, pls specify: _____		
活动概要 Program Outline			
抵澳日期 (日/月/年) Arrival date (DD/MM/YYYY)			
离澳日期及时间 Departure date & time	____/____/____ : ____ (DD/MM/YYYY) 时 HH : 分 MM	离境口岸 Port of Departure	



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本澳服务供货商名称 Name of Macao Service Providers	
注：请提供住宿及旅游活动之服务供货商之澳门营业税 — 征税凭单。 Remarks: Industrial Tax Statement ("M/8" Form) of the service providers for hotel accommodation & activity must be provided.	

Remarks 注意事项:

- 请于“旅游激励计划”申请表格之附录 - “旅游激励计划”支持项目列表选择相关支持项目。
To apply for the related support from MGTO, please select your support option in the Appendix of the “Travel Stimulation Program” application form, namely “Travel Stimulation Program” support items form.
- 任何申请，连同其一切所需的证明文件，必须完整地于活动举办首日前最少 **15 个工作日**，递交到澳门特区政府旅游局或澳门特区政府旅游局驻外代表（旅游局驻外代表联络资料请查看以下澳门旅游局官方网站：http://zh.macaotourism.gov.mo/main/contactus_mgto_representation.php）。任何没有依照上述要求提交之申请，将自动地被视为不合格论，旅游局将不作另行通知。
Any application, together with all required supporting documents, must be submitted to MGTO or any of the MGTO’s overseas Representatives (for contact details of the overseas representatives, please visit MGTO’s official website: http://en.macaotourism.gov.mo/main/contactus_mgto_representation.php) **at least 15 working days prior to the first day of the event**. Any application fails to comply with the requirements will automatically be disqualified without prior notice from MGTO.

旅游局 - 旅游产品及活动厅

商务旅游及活动处

澳门宋玉生广场 335-341 号获多利大厦 9 楼

电邮地址：dtne@macaotourism.gov.mo

MGTO - Tourism Product and Events Department

Business Tourism and Events Division

Alameda Dr. Carlos d’ Assumpção, n.ºs 335-341,

Edf. "Hot Line", 9.º andar, Macau

Email: dtne@macaotourism.gov.mo

- 为办理有关程序，申请者必须递交计划详情中“数据及文件提交”所述之证明文件。如申请表未能提供足够填写空间，申请者可以附件形式作补充。如申请者未能提供有关资料或需填写之部份不适用时，请分别注明。
For application purposes, all respective supporting documents must be submitted according to “Submission of Information & Documents” outlined in the Program. Should there be insufficient space for the applicant to fill out details, a separate sheet may be used as an attachment to this application form. Should any information be unavailable or inapplicable, please indicate accordingly.
- 如申请者在填写此表格时存有疑问或需要更详细数据，请致电：(853) 8397 1037/ 8397 1015/ 8397 1029 / 8397 1065
Should there be any inquiries regarding the application form, or should further information be required, please contact by tel.: (853) 8397 1037/ 8397 1015/ 8397 1029 / 8397 1065



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第四部分 PART 4 – 声明 Declaration

- 谨代表申请者及其机构，本人声明已知悉并同意遵守有关“旅游激励计划”之内容、条款及细则，并保证所提供之一切数据均为真实无误，并同意通知澳门特区政府旅游局有关申请资料之任何变更。
On behalf of the applicant and the entity, I hereby declare that the above applicant has read and understood the full content, and terms and conditions of “Travel Stimulation Program”. I hereby declare that the information provided in this application is true and accurate, and I agree to notify MGTO of any changes to the information provided in this application.
- 本人谨声明具有或被授权批准对外公开与此上述相关活动名称、日期、主办及支持单位、照片等数据之权限，同意并授权澳门特区政府旅游局对外公开及刊载于澳门特区政府旅游局网页供公众参阅。
I declare that I am authorized the right to release the information related to this event, and I agree and authorize MGTO to reveal such information to the public and post such information on MGTO’s website for public viewing.
- 本人谨声明受旅游局的支持项目只可无偿提供予此申请活动的参与者作非牟利和非收费性用途。
I declare with consent that the support item is granted to this applied program’s participant(s) by the Macao Government Tourism Office on a non-compensatory basis for non-profit making and non-commercial purposes only.
- 本人同意在本表格内所提供的个人资料用作此计划申请及通讯之用途。
I declare I agree that the personal data provided in this form serves for the application of this program and communication purposes.

申请者签名及日期
Date of Application & Authorized Signature

机构盖章
Entity Chop

/ /



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附錄

Appendix

“旅游激励计划”支持项目列表
 “Travel Stimulation Program” support items form

类别 Type	支持项目 Support Item	人数 Number of Participants			
		25-39	40-100	101-300	300+
A	旅游资料 Tourist Information Kit				
B	纪念品 Souvenir				
C	感受澳门半天游 (任选其一) Experience Macao half-day tour (to choose one)				
	C1 澳门历史城区游 Macao Historic Center tour				
	C2 文化深度游 Macao in-depth cultural tour				
	C3 绿色生态游 Green ecotour				
D	澳门旅游产品门票 (任选其一) Macao tourism product admission ticket (to choose one)				
	D1 澳门大熊猫馆 Macao Giant Panda Pavilion				
	D2 澳门博物馆 Macao Museum				
	D3 澳门科学馆 Macao Science Center				
	D4 澳门大赛车博物馆 Macau Grand Prix Museum				
	D5 澳门旅游塔(观景台) Macao Tower (observation deck)				
	D6 海上游 Macao Aquatic Trek				
	D7 澳门 TeamLab 超自然空间 TeamLab SuperNature Macao				
E	文化体验 (任选其一) Cultural experience (to choose one)				
	E1 舞龙或舞狮文化表演一节(每节最长 30 分钟) One session of Dragon or Lion cultural performance (max. 30 minutes of duration)				
	E2 葡萄牙土风舞文化表演一节(每节最长 30 分钟) One session of Portuguese folk dance Performance (max. 30 minutes of duration)				
F	澳门旅游吉祥物“麦麦”人偶扮相 Appearance of Macao tourism mascot “MAK MAK”				
	F1 “麦麦”人偶扮相暖场活动(最长 20 分钟) Appearance of Macao tourism mascot “Mak Mak” at your activity/event (max. 20 minutes of duration)				
G	美食体验 (任选其一) Gastronomy experience (to choose one)				
	G1 美食体验半天游				
	G2 本地特色美食制作体验 (任选其一) Local specialty food making experience (to choose one)				
	a) 葡挞制作工作坊 (每节最多 15-20 人) Portuguese egg tarts making workshop (max. 15-20 pax/session)				
	b) 本地特色美食制作体验 - 杏仁饼制作工作坊 (每节 最多 15-20 人) Local specialty food making experience - Almond cake making workshop (max. 15-20 pax/session)				

注：以上支持项目及活动之安排须视乎就有关供应实体的可行性而定，澳门特别行政区政府旅游局保留对执行是项计划之所有最终解释权及决定权，旅游局免除因第三者的产品或服务引致争议之任何责任。

Remarks: The support items and arrangement of activities shall subject to the feasibility of suppliers concerned. The Macao Government Tourism Office reserves the right of final interpretation and confirmation in implementing this program and shall waive any liability of dispute resulting from the products or services provided by a third party.