Application for Subsidy of Funds 1-1

Application for Release of Hosting Phase Subsidies for Foreign Incentive Tours to Taiwan

Case No.: (Official use only)		Application date: (yyyy) (mm) (dd)
Item		**(The applicant unit should fill out the following fields in detail)**
Incentive Application Description	Applicant Unit Name	
	Event Name	
	Event Date	(yyyy) (mm) (dd) to (yyyy) (mm) (dd) Total ____ days
	Location	
	Estimated total hosting costs	_____ NTD
	Incentive amount being applied for	_____ NTD
	Also applying for subsidies from other agencies?	□ Yes, the competent authority and amount of subsidy being applied for are: Unit name: , NTD □ Application pending □ Approved Unit name: , NTD □ Application pending □ Approved □ None.
	Apply for Taiwan Tourism promotional materials and souvenir	□ Yes. □ No.
Information on Incentive Tour to Taiwan	Anticipated attendance in Taiwan	Total number of foreign visitors to Taiwan:
	Regular incentive tour	Is this a regular incentive tour? □ Yes, it is organized ___ times every ___ year(s). The countries it had been held in over the last three years: (Country name/Year) □ None.

□ I affirm that all of the information provided in the application and the attached documentation is true and correct. If there is any false information, then I agree to action being taken in accordance with the terms of these Directions.

The applicant unit should read through the following carefully before signing:

1. All of the fields have been filled out correctly.
2. Please also attach a photocopy of the enterprise or corporate body's official registration.
3. The application may not also apply for other incentives or promotions provided by the Tourism Bureau.
4. It is the responsibility of the applicant unit to provide all relevant documentation requested by the Bureau for review purposes. It also understands that the Bureau has the right to reject or to conditionally accept the application for release of funds.
5. Once the Bidding Phase application (first application) has been approved by the Bureau, the applicant unit must submit a Release of Funding Application (second application) in accordance with the regulations. Failure to submit a second application as required will be considered forfeiture of the right to apply for the incentive.

Applicant Unit Signature:

Review opinion of the Office:

□ The application criteria and information are all in order. Forward to the Bureau for review.

□ Additional documentation or explanation required. Applicant unit is asked to provide these by the given deadline for forwarding to the Bureau for review.

□ Rejected and returned to the applicant unit. Reason:_____

Office Signature:

Date:

Tourism Bureau Review Outcome:

□ Application accepted.

□ Application declined due to the following reason:

□ Registered in charity group subsidy (donation) system (CGSS).

Tourism Bureau Business Unit Signature:

Date:

Application for Release of Funds- Form 1-2

Application for Release of Bidding Phase Subsidies for Foreign Incentive Tours to Taiwan

<table>
<tr><td colspan="3">Case No.: (Official use only)</td><td colspan="2">Application date: (yyyy) (mm) (dd)</td></tr>
<tr><td colspan="2">Item</td><td colspan="3">(The applicant unit should fill out the following fields in detail)</td></tr>
<tr><td rowspan="6">Incentive Application Description</td><td>Applicant Unit Name</td><td colspan="3"></td></tr>
<tr><td>Bid Date</td><td colspan="3">(yyyy) (mm) (dd) to (yyyy) (mm) (dd).
Total ____ days
(Please provide the period of the preliminary survey in Taiwan)</td></tr>
<tr><td>Bid Location</td><td colspan="3">(Please provide the name of the county/city or venue being inspected)</td></tr>
<tr><td>Estimated Total Bid Cost</td><td colspan="3">_____ NTD</td></tr>
<tr><td rowspan="2">Amount Applied for</td><td>Economy class air fare</td><td colspan="2">_____ NTD</td></tr>
<tr><td>Standard hotel room</td><td colspan="2">_____ NTD</td></tr>
<tr><td>Also applying for subsidies from other agencies?</td><td colspan="3">□ Yes, the competent authority and amount of subsidy being applied for are:
Unit name: , NTD □ Application pending □ Approved
Unit name: , NTD □ Application pending □ Approved
□ None.</td></tr>
<tr><td rowspan="4">Information on Incentive Tour to Taiwan</td><td>Incentive tour group name</td><td colspan="3"></td></tr>
<tr><td>Planned hosting location in Taiwan</td><td colspan="3">(For location, please provide the name of the county/city or venue)</td></tr>
<tr><td>Planned hosting date in Taiwan</td><td colspan="3">(Please provide the planned hosting date)</td></tr>
<tr><td>Anticipated attendance in Taiwan</td><td colspan="3">Total number of foreign visitors to Taiwan:</td></tr>
</table>

	Regular incentive tour	Is this a regular incentive tour? □ Yes, it is organized ___ times every ___ year(s). The countries it has been hosted in over the last three years: (Country name/Year) □ None.

□ **I affirm that all of the information provided in the application and the attached documentation is true and correct. If there is any false information, then I agree to action being taken in accordance with the terms of these Directions.**

The applicant unit should carefully read through the following before signing:

1. All of the fields have been filled out correctly.
2. Please also attach a photocopy of the enterprise or corporate body's official registration.
3. The applicant may not also apply for other incentives or promotions provided by the Tourism Bureau.
4. The applicant unit is responsible for providing all relevant documentation requested by the Bureau for review purposes. It also understands that the Bureau has the right to reject or to conditionally accept the application for release of funds.
5. Once the Bidding Phase application (first application) has been approved by the Bureau, the applicant unit must submit a Release of Funding Application (second application) along with the Hosting Phase Application in accordance with the regulations. Failure to submit a second application as required will be considered to forfeiture of the right to apply for the incentives.

Applicant Unit Signature:

Review opinion of the Office:

□ The application criteria and information are all in order. Forward to the Bureau for review.

□ Additional documentation or explanation required. Applicant unit is asked to provide these by the given deadline for forwarding to the Bureau for review.

□ Rejected and returned to the applicant unit. Reason:_____

Office Signature:

Date:

Tourism Bureau Review Outcome:

□ Application accepted.

□ Application declined due to the following reason:

□ Registered in charity group subsidy (donation) system (CGSS).

Tourism Bureau Business Unit Signature:

Date:

Hosting and Bidding Phase for Promotion of Foreign Incentive Tours to Taiwan

Incentive Application Plan

_____

(Applicant Unit Name)

I. Project name:

II. Project time: (yyyy) (mm) (dd) through to (yyyy) (mm) (dd). Total ____ days

III. Project execution location:

IV. No. of participants/participating countries in Taiwan tour: People/ Countries

V. Project goal:

VI. Execution:

(Including itinerary, dates in Taiwan, travel destinations, method of transport... etc.)

VII. Progress of planning:

VIII. Expected total consumption (Unit: NTD)

IX. Budget and self-raised funding

【For the "Expenditure" items below, please fill out the expenses under each category within the total project amount. Those items for which incentives are being applied should be indicated as "Self-raised Funding" or "Incentive Application"】

Unit: NTD

Expense Item	Budgeted Amount	Self-raised Funding	Incentive Application
Total			