



PARTICIPATION FORM



Beijing (CIAPE) Mission 25-29 September 2010

Company Profile

Name of Company:			
Business Registration No / ACRA No:		Year of Establishment:	
Company Activities:			
Tel:	Fax:	Email:	
Website:			
Address:			
Postal Code:	Name	Designation	Direct Phone / Email
Main Contact for all general enquiries			
Billing Accounts & Payment Contact			

Exhibition space Application under the Singapore Pavilion

Exhibition Package	Estimated Cost
A: Singapore Airline (Economy Airfare) <small>(Subject to changes & prevailing rates. Rates are corrected as of 1/6/2010)</small>	\$1100
B: Accommodation	Complimentary
C: Common Cost	\$825
D: Registration and Administrative Charge by ASME	\$350
E: 7% GST on Registration and Admin Charge	\$24.50
Estimated total	\$ 2299.50 (before iMAP)
Estimated total	\$ 962.50 (after iMAP)

Exhibition Space Application under the Singapore Pavilion

Please note that total amount payable is amount **before** reimbursement of IMAP's approved funds.
 Reimbursement to participants will be made after ASME receives said amount from IE Singapore after the mission.

Signed & Endorsed By

 Name & Signature

 Company Stamp



Association of Small & Medium Enterprises
167 Jalan Bukit Merah Tower 4
#03-13 Singapore 150167
FAX: +65 6513 0399 (International Relations)

PARTICIPATION FORM



China International Auto Parts Expo
Auto Parts, Equipment, Tuning Cars, Services & Accessories

Beijing (CIAPE) Mission 25-29 September 2010

IMAP Requirements for Companies

To qualify for IMAP Support, companies must be incorporated (excludes branch of a foreign company) and based in Singapore and must have at least three of the following core business functions/ activities as below:

Please Tick at least 3 options:

- Market Development and Planning
- Logistics and Shipping Management
- Businesses and investment planning

- Research and development and design functions
- Business Banking, Financial & Treasury
- Manufacturing and other value-added activity

IE Singapore reserves the right to verify information provided by the companies. Eligibility and subsidy reimbursement of individual companies is subject to final approval by IE Singapore upon submission of IMAP Claim Form by ASME after the mission.

IMAP Financial Assistance

IMAP Financial Assistance

With the support from International Enterprise Singapore (IE Singapore), Singapore Participants will be covered under the International Marketing Activities Programme (IMAP). This programme enables participating companies to receive up to 50% reimbursement of eligible expenses. Registration and admin charges to ASME are not included in the claims

Airfare & Hotel Accommodation Claim

Participating companies can claim up to 50% of common cost & airfare for 1 representative per company through ASME. Maximum claims are capped at the ASME secretariats' cost of travel and IE Singapore's requirements.

Role of ASME

The role of ASME is to administer and facilitate the International Marketing Activities Programme and lead participants through the course of the mission. ASME shall not be liable or responsible for any costs, losses, claims, proceedings, demands, expenses and liabilities of whatsoever nature arising as a result of, or in connection with, any failure of the participants to observe their obligations under any contract or any laws and regulations under any jurisdiction.

Payment Terms and Conditions

Upon receiving the completed Participation Form, ASME will proceed to submit the information provided by you, to the China counterparts for approval for complimentary services provided for the duration of the business meets.

The participating companies are required to make full cheque payment to ASME within 14 days of endorsing on this form. Cheques should be crossed and payable to "ASME" with the return of this reply-form.

All cancellation/replacements are to be in writing, signed and endorsed with a company's stamp. Cancellation and refunds will be on a case by case basis. **ASME reserves the right to invoice the full amount to the participating company regardless of cancellation**

In the event of unforeseen circumstances, ASME reserves the right to alter/cancel the Mission before the closing date at its sole discretion. ASME will refund the full amount to the participant.

Yes, I am interested in participating in the Beijing Trade Mission organised by ASME and agree to pay the amount as stated in the Participation Form (Before IMAP). I acknowledge that the Registration Form endorsed hereforth shall be binding will be invoiced accordingly.

Signed & Endorsed By

Name & Signature

Company Stamp



PARTICIPATION FORM	China International Auto Parts Expo <small>Auto Parts, Equipment, Tuning Cars, Services & Accessories</small>
Beijing (CIAPE) Mission 25-29 September 2010	

Accommodation and Air Tickets Reservation			
DETAILS OF PERSON (1) ATTENDING			
Name (As per passport):	Nationality	NRIC	
	Chinese Name (If Applicable)		
Passport No:	Date of Issue:	Date of Birth	Race
Expiry Date:	Place of Issue:	Place of Birth	
DETAILS OF PERSON (2) ATTENDING			
Name (As per passport):	Nationality	NRIC	
	Chinese Name (If Applicable)		
Passport No:	Date of Issue:	Date of Birth	Race
Expiry Date:	Place of Issue:	Place of Birth	

Accommodation Type: Single Occupancy [] Twin Sharing [] Smoker [Y / N] Special dietary requirements _____ Other Requirements _____
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Signed & Endorsed By

Name & Signature

Company Stamp

The price for common costs to include in the following:

1. Transportation for 5 days.
2. Meals for 3 days.
3. Attraction Tickets for the day tour
4. Tour guide
5. Additional one night(5th night) stay at 21st century Hotel.