MICE Event Attraction/Promotion Subsidy Application

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| **Applying organization** | **Organization name** |  | | | **Representative name** | |  |
| **Address** | Postal Code: | | | | | |
| **Year of establishment** |  | | | **Number of members** |  | |
| **Person in charge** | Name | |  | Fax |  | |
| Telephone | |  | Email |  | |
| **Requested Items for Support** | **Subsidy type** | **Mark (V)** | **Request details** | | | | |
| **Subsidy for attraction** |  | □ Production of promotional materials and souvenirs  □ Delegation airfare □ Delegation accommodation  □ Convention infrastructure on-site inspection support  □ Application for International Conference subsidy from Korea Tourism Organization  □ Other ( )  ※Gwangju companies must be used for producing promotional materials and souvenirs. | | | | |
| **Subsidy for promotion** |  | □ Airfare for promotion representatives  □ Accommodation for promotion representatives  □ Holding of on-site event  □ Production of promotional materials and souvenirs □ Production of PR booth  □ Other ( ) | | | | |
| We apply for an international conference subsidy as per the above.  Year Month Day  Applying organization name (Stamp)  **To the CEO of Gwangju Tourism Organization** | | | | | | | |
| [Documents attached] | 1. 1 copy of application form  2. 1 copy of application for attraction and promotion of international conference  3. 1 copy of international conference attraction and hosting plan  4. 1 copy of introduction of the organization  5. 1 copy of pledge  6. 1 copy of power of attorney – complete if necessary  7. 1 copy of business registration certificate (unique ID number) or corporate registration certificate of the applying organization  8. 1 copy of bankbook  ※ Submit an official letter and attached files in the name of the hosting organization/organizer  ※ If the application details are not true, the subsidy may be adjusted or cancelled  ※ If there a change is made to the event venue in Korea, the subsidy from GJTO must be returned  ※Gwangju companies must be used for producing promotional materials and souvenirs | | | | | | |

MICE Event Attraction/Promotion Subsidy Plan

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| --- | --- | --- | --- |
| **Overview of attraction‧**  **promotion events** | **Conference name** | Korean:  English: | |
| **Conference period** | Year Month Day - Year Month Day | |
| **Host‧**  **Organizer** | Host: | Organizer: |
| **Participation scale** | Number of countries People  (Number of foreigners participants: Number of countries Number of people)  ※ Number of participants in last two events (Related materials such as participant list attached)  Year hosted location:  (Participants: number of countries / Foreigners: people)  Year hosted location:  (Participants: number of countries / Foreigners: people) | |
| **Overview of the meetings to attend** | **Conference name** | Korean:  English: | |
| **Conference period** | Year Month Day - Year Month Day | |
| **Conference**  **location** |  | |
| **Host‧**  **Organizer** | Host: | Organizer: |
| **Participation scale** | Number of countries People  (Number of foreigners participants: Number of countries Number of people) | |
| **Decision to host**  **(necessity)** | Decision time for the event: (Hosting cycle: Every \_\_ Year(s) / Not regular)  Hosting decision maker:  Hosting decision method: ex) executive meeting, bid presentation, etc.  Competing region (office): | | |
| **Activity plan** |  | | |

MICE Event Attraction/Promotion Subsidy (Organization Introduction)

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| --- | --- | --- |
| **Introduction**  **to the organization** | ※ Please fill in the number of members and branches  ※ Please fill in the overall introduction to the organization including history and membership status in international organizations | |
| **Pledge**  Our organization pledges to follow the conditions below regarding  「Gwangju Tourism Organization Attraction and Promotional Subsidy Application」.  - Below -  1. We have provided only true facts in the application for the attraction and promotional subsidy, and we are responsible for the authenticity of the submitted documents.  2. We will do our best to contribute to development of the MICE industry in Gwangju and to attract and hold successful international conferences.  3. We acknowledge that the following consequences may occur in case of a change of venue  in Korea.  - We must return the attraction subsidy/promotion subsidy to GJTO.  - We acknowledge that there may be repercussions for any events hosted by our organization in applying for and receiving subsidies from GJTO and the Korean Tourism Organization.  Year Month Day  (Applying organization name) (Representative) (Stamp)  **To the CEO of Gwangju Tourism Organization** | | |

※ If the power of attorney is required

**Power of Attorney**

**○ Agency Overview**

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| --- | --- |
| Agency name |  |
| Representative |  |
| Company Registration Number |  |
| Address |  |

We designate the above agency as our agent and delegate the following authority.

- Below-

Application for subsidy for attracting (or) hosting (or) overseas PR activities for “event name”

*- Fill in the event name*

*- Select one option among attracting/hosting/overseas PR*

Year Month Day

Applying organization: (Stamp) Organization stamp is required

Representative: (Stamp) Representative’s signature is required

**To the CEO of Gwangju Tourism Organization**

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| --- | --- | --- | --- | --- | --- | --- |
| **Consent for Collection, Use, and Provision of**  **Personal Information**  Gwangju Tourism Organization intends to collect, use, and provide personal information to third parties in connection with the holding of 「Event Name」 as below. Please read the following items thoroughly and confirm whether you agree or not before signing.  - Below-  **1. Purpose and details of collection, use, and provision to third parties for personal information**  A. Purpose: Use for the purpose of reviewing the「2021 Gwangju MICE Support Project」 application, evaluation, settlement procedures (confirmation of participants, etc.) and promotion of future projects  B. Retention period: 5 years  C. Third parties for provision of information: Gwangju Tourism Organization, Korea Tourism Organization  D. Information to be provided: All items related to subsidy application and settlement  **2. Detailed items**   |  |  | | --- | --- | | **Category** | **Items** | | Required items to apply for subsidy | - Copy of business registration certificate and bankbook of the applying organization  - Name, department, position, contact number, mobile phone number, email address of the relevant party of the applying organization (head of the organization, person in charge)  - Name, department, position, contact number, email of the person in charge from the agency | | Required items for settlement of the subsidy | - Name, nationality, affiliation, email information of the event participants |   ※ You have the right to refuse to consent to the above collection and use of personal information. However, if you refuse to consent, your subsidy application could be affected.  **Do you agree to the collection and use of personal information as above? (Yes, No)**  Year Month Day  (Applying organization) (Representative) (Stamp)  **To the CEO of Gwangju Tourism Organization** |