



招商投資促進局
Instituto de Promoção do Comércio e do Investimento
Commerce and Investment Promotion Institute

International Conference Referral Initiative

Effective Date : 1-September-2024



1. Objectives:

“International Conference Referral Initiative” (Hereinafter referred to as: “Initiative”) aims to encourage local MICE industry partners to bid and host more international conferences in Macao.

2. Eligibility:

Applicant must be enterprises (excluding Integrated Resorts) or associations legally established in Macao that engage in convention- and exhibition-related businesses as a host, organiser or co-organiser of the conferences proposed to be held in Macao. Each event can apply for the Initiative once only.

3. Application Deadline:

Deadline for submit the application form to IPIM is 31 October every year. Application form must be properly filled out in any official language of Macao or in English, and must be signed and stamped by a legal representative of the applicant with the valid identity document.

4. Support items and contents:

4.1 Integrated Resorts will provide support to eligible events in forms of meeting packages, hotel accommodation, food & beverage, transportation, event promotions or others.

4.2 Commerce and Investment Promotion Institute (Hereinafter referred to as: “IPIM”) will provide “One-stop Service” for MICE Bidding and Support to eligible events. For items that fall outside the supporting scope from integrated resorts, applicant can apply IPIM’s “Convention and Exhibition Stimulation Program” at the same time (Implemented according to the terms and conditions of the “Convention and Exhibition Stimulation Program”). However, each item can only be supported by either IPIM or the integrated resort. Requesting supports from more than one entity for the same item is not allowed.

5. Requirements for Participating in the Initiative (All Requirements must be Fulfilled):

5.1 The event must be a conference that recorded in ICCA (International Congress and Convention Association) database, or one that has the potential to record in ICCA database.



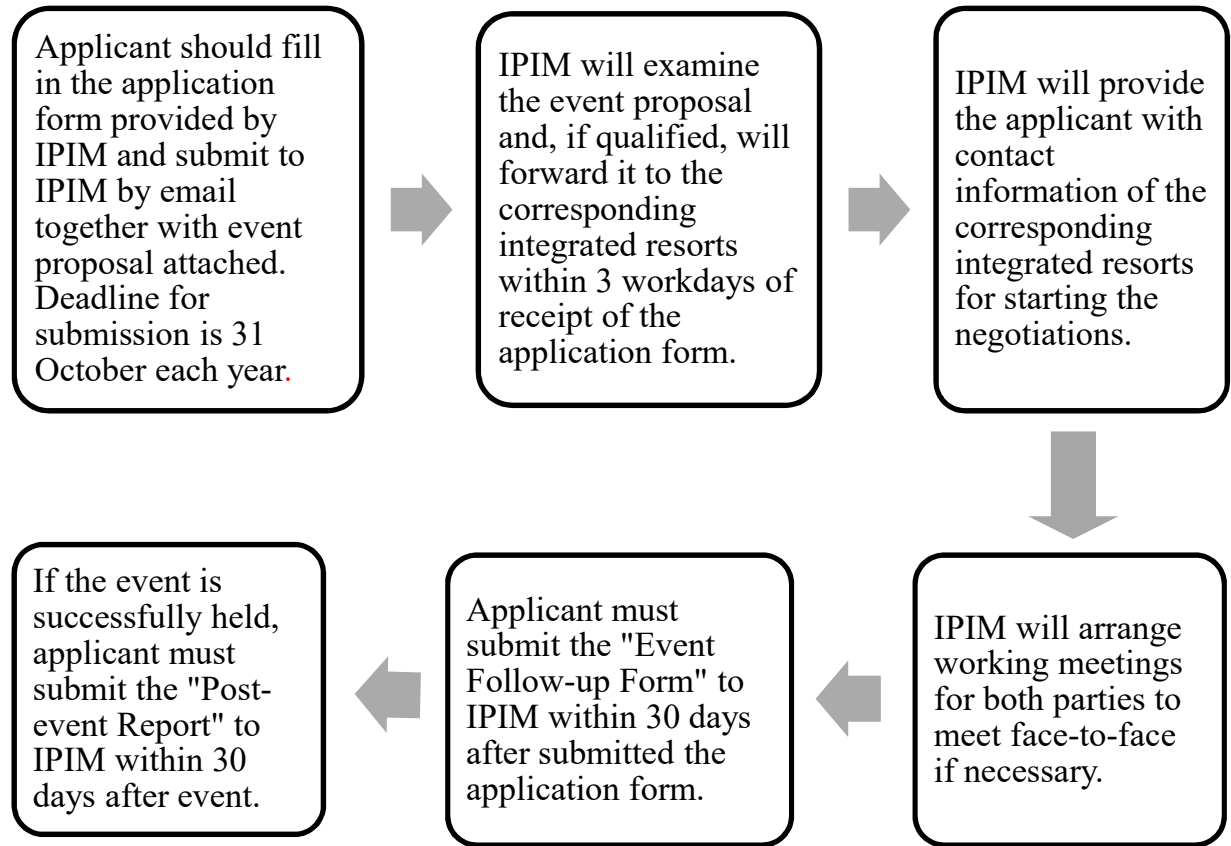
- 5.2 The requirements regarding the conference attendees are: Number of attendees must be 50 or more, with all participants attending meetings for no less than four (4) consecutive hours. Conference participants from outside Macao must account for 20% or more of all participants, and they must stay in Macao hotels for at least one night.
- 5.3 The conference has been held in two or more regions outside Macao in the past two edition.
- 5.4 In the event proposal, applicant must list the integrated resort venues where the conference is to be held (in order of preference), expecting support items and the related amount and quantity from integrated resorts. Support items in principle are limited to expenses like meeting packages, hotel accommodation, food & beverage, venue rental, transportation, event promotion or others.
- 5.5 Applicant must co-operate with the application to record in ICCA database, including but not limited to providing detailed information of the event, credentials proving that the event was held in Macao (such as press releases, event photos), and places of origin of the event attendees.

6. Supporting Expenses for Eligible Conferences

- 6.1 The scope of supporting expenses includes:
- 6.1.1 Meeting packages
 - 6.1.2 Hotel Accommodation
 - 6.1.3 Food & Beverage
 - 6.1.4 Venue rental
 - 6.1.5 Others (Such as transportation, event promotions etc)
- 6.2 Actual support items need to be confirmed after the negotiation between the applicant and the integrated resort.
- 6.3 In principle, supporting expenses for each conference shall not exceed 50% of total expenses. Actual support items and contents will depend on factors such as event scale, event date, number of participants, and will be determined by the integrated resort and the applicant through negotiation.



7. Process



8. Terms and Conditions:

- 8.1 IPIM reserves the right to evaluate and examine, through different channels, the applicant, participants, keynote speakers, service provider entities and other relevant units.
- 8.2 All information shall be used for processing the applications of this Initiative only. Applicant must ensure that all information and documents submitted are true and accurate. In case the applicant makes any false statement or provides false information in the application, or uses any illegal means to obtain supports, the applicant will be civilly and criminally liable in accordance with law.
- 8.3 The decisions, comments and messages made by the applicant during the event do not represent the position of IPIM.



- 8.4 In case the event involves illegal infringement of the rights of others, the applicant be fully responsible. And IPIM also reserves the right to take legal actions addressing the illegal act. In case IPIM receives any suggestion or complaint about the candidate/event, IPIM will refer them to the applicant for follow-up and treatment in an appropriate manner, and the results must be reported to IPIM afterwards.
- 8.5 IPIM has the right to make final interpretation and decision regarding the implementation of this Initiative.
- 8.6 For projects applying for supports, the service providers involved in the projects must be venues legally operating in Macao, or companies legally registered in Macao.
- 8.7 All requirements, terms and conditions of this Initiative are subject to changes without prior notice. IPIM disclaims any responsibility for any disputes arising from third party's products or services.
- 8.8 For any enquiries about the “International Conference Referral Initiative”, please contact the Convention and Exhibition Industry Development Division of IPIM:

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In case of any discrepancy between the English version and the Chinese version of the Initiative, the Chinese version shall prevail.

~End~