

	Participation Form Myanmar Build & Décor 2016 Myanmar Event Park (MEP) 6 – 8 October 2016 <small>Closing Date: First come first served</small>		
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Company Profile			
Name of Company: <i>(Please write <u>clearly</u> & follow registered name on ACRA, details will be used for invoicing / cheque reimbursements; do inform ASME of any changes in your company name.)</i>			
Business Registration No / ACRA No:		Year of Establishment:	
Company Activities:			
Tel:	Fax:	Email:	
Website:			
Address: <i>(Please inform ASME of any changes in your mailing address. All correspondences including reimbursement will be mailed to the stated address. ASME is not liable for any loss of documents/ information due to wrong or changed contacts.)</i>			
Postal Code:	Name	Designation	Direct Phone / Email
Main Contact for all general enquiries	Mr/Ms		
Billing Accounts & Payment Contact	Mr/Ms		
Exhibition Space Application			
Exhibition Package	Total size (Sqm)	Cost/Sqm	Total Cost (SGD)
A: Standard Pavilion Package		\$650	
B: Registration and Administrative Charge by ASME			\$400
C: 7% GST on Registration and Admin Charge			\$28
Grand total (A + B + C)			
IMAP Requirements and Information 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: <u>Please tick at least 3 options:</u>			
<input type="checkbox"/> Market Development and Planning <input type="checkbox"/> Logistics and Shipping Management <input type="checkbox"/> Businesses and investment planning		<input type="checkbox"/> Research and development and design functions <input type="checkbox"/> Business Banking, Financial & Treasury <input type="checkbox"/> Manufacturing and other value-added activity	
<input type="checkbox"/> I hereby confirmed that my company does have at least three of the above core business functions/ activities.			

Yes, I am interested in participating in the Trade Fair organised by ASME and agree to pay the amount as stated in the Registration of Interest Form. I acknowledge that the Registration of Interest Form endorsed here forth shall be binding upon acceptance by ASME and will be invoiced accordingly.

Signed & Endorsed By



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Singapore Pavilion Guidelines

Total amount is before reimbursement of iMAP's approved funds in which registration and administrative charges to ASME are not included in the claims. Reimbursement will be made after disbursement from IE Singapore. Each company is eligible for iMAP support up to a maximum of 36sqm and reimbursement schemes does not support additional furniture orders beyond the standard package items unless stated otherwise. Please note that 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 claims by ASME after the exhibition.

International Marketing Activities Programme (iMAP) & Double Tax Deduction (DTD) Scheme

This activity is supported under International Marketing Activities Programme (iMAP), an initiative by International Enterprise (IE) Singapore.

iMAP

iMAP is not a direct subsidy for expenses incurred by the participating companies and is intended to offset the bona fide eligible costs (space rental & standard stand packages) paid by ASME to 3rd party suppliers in organising the activity. It supports up to 50% of eligible expenses incurred by ASME for organising the activity. Participating fees collected under the Exhibition Package from participating companies shall not be misappropriated by ASME. ASME is responsible for all expenses related to the activity and will seek reimbursement for eligible expenses from IE Singapore on behalf of participating companies. IE Singapore will not be responsible to the participating companies in the event that ASME defaults in making payment to the participating companies.

DTD

Companies can also claim DTD for eligible expenses not covered by iMAP. Expenses for travel and accommodation costs for up to 2 representatives per participating company. For more details, please refer to IE Singapore websites [here](#). DTD Scheme is an opt-in scheme administered by IE Singapore.

Role of ASME

The role of ASME is to administer and facilitate iMAP. 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 appointed exhibitor to observe their obligations under any contract or any laws and regulations under any jurisdiction.

The acceptance as an exhibitor is issued in the form of written confirmation giving details of the Exhibition Package. This constitutes to a Participation Form endorsed between exhibitor and ASME which is legally binding. The Participation Form will be valid for the period of time specified.

Payment Terms

Upon validity of this Participation Form, ASME will proceed to reserve exhibition space with the show organiser. The participating companies are required to make payment to ASME according to the payment schemes: 50% of full amount and 100% of the registration fee are payable to ASME upon receipt of the invoice. The standard credit term for the first payment is 30 days.

Full payment shall be made at least 90 days before the commencement of the trade fair. Late payments are subjected to penalties of up to 5% of the balance amount which will be offset against the final reimbursement. Cheques should be crossed and payable to "ASME". In the event that payment is made by remittance mode, bank charges are to be borne by applicant.

Cancellation Policy

All cancellations or replacements are to be informed in writing, signed and endorsed by the authorised party at least 90 days before the trade fair and subjected to approval by ASME. If the exhibitor notifies the organiser of his withdrawal within 90 days of the start date of the event, he / she will be liable for the total participation fee.

If an exhibitor, although registered and accepted, at any point in time does not participate or withdraws the participation for any reason whatsoever, ASME is entitled to allocate the stand to another interested company. If ASME is unable to reallocate the stand that has become free, it has the right to design it at the exhibitor's expense. In the event of non-participation after the submission of forms, exhibitors are required to make payment for the administrative charges due to ASME. Where cancellation is not possible, the full amount will be charged to the company and eligibility to claim under iMAP shall be compromised. Under all circumstances, the exhibitor is fully liable for the whole stand rental and construction costs incurred. The obligation of ASME to limit avoidable consequences is not prejudiced thereby.

In the event of unforeseen circumstances, ASME can alter the terms or cancel the participation of the Singapore Pavilion before the closing date at its sole discretion. In such circumstances, ASME will refund full amount to the participating company and all exhibitors are required to comply with the exhibition's terms and conditions stipulated by the Organiser.

Signed & Endorsed By