

# Esports Industry Facilitation Scheme Application Form – Exchange and Development outside Hong Kong

For Official Use Only

Ref. No.:

Part A) Particulars of the Applicant			
Name of the Organisation :			
<i>(as shown on the Business Registration)</i>			
Nature of Business :			
Contact Person :		Position :	
Telephone No. :		Email address :	
Referrer	<input type="checkbox"/> Recommended by : _____ <input type="checkbox"/> Self-recommendation <i>(Reference letter is needed as supporting document)</i>		
Part B) Particulars of the Business Exchange			
Name of Event :			
Date of Event :		Expected number of participants and target group :	
Purpose :			
Nature of Event / Activity :	<input type="checkbox"/> Business Mission <input type="checkbox"/> Exhibition <input type="checkbox"/> Tournament <input type="checkbox"/> Others: _____		
Remarks :			
Part C) Items Applied for Sponsorship <span style="float: right;"><i>(Please attach separate sheets for breakdown, if necessary.)</i></span>			
			Expected Amount (HK\$)
<b>1. Participation Fee of the Business Mission</b>			
<i>Details</i>			
<b>2. Entrance Fee or Participation Fee of Trade Fair/Exhibition</b>			
<i>Details</i>			
<b>3. Rental Fee for Exhibition Booths</b>			
<i>Details</i>			
<b>4. Others</b>			
<i>Details</i>			

<b>Total Expected Amount of Event Expenditure (HK\$):</b>	
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**Part D) Declaration and Signature**

We, the undersigned, certify that all information contained in this application is certified truthful and accurate and that no relevant information has been withheld. We also agree to be bound by the terms and conditions of the application as set out below.

Name and Position:	Authorised signature and company chop:	Date:

**Part E) Terms and Conditions of Application**

1. The applicant shall submit the registration form for the subjected Business Exchange for HKCMCL’s consideration. All submitted information will not be returned.
2. Applicants who have obtained subsidy from the government or other organisations for the Event / Activity are not eligible HKCMCL’s sponsorship.
3. Successful applicants shall not change the use of sponsorship without obtaining prior approval from HKCMCL; otherwise no sponsorship will be made.
4. Sponsorship are granted on **reimbursement** basis, i.e. the sponsored items must be expenses spent and paid by the applicant with proof of payment. The applicant must submit the Reimbursement Form EYT.SF.070 together with **ALL** required documents (e.g. original proof of payment) when applying for reimbursement. All submitted documents for reimbursement will not be returned.
5. The applicant’s name must be shown on the invoices and receipts as the payer. Documents failed to prove the applicant as the payer are not acceptable for reimbursement purpose.
6. The actual sponsorship amount payable for each sponsored item is capped by the respective approved amount in Part C of this application form.
7. HKCMCL reserves the right to obtain further and additional information from the applicant in relation to the application.
8. These terms and conditions may be amended or supplemented by HKCMCL at any time without prior notice.

**For the Use of HKCMCL**

**Part F** (To be completed by the Esports Team)

This application is:  recommended      Recommended sponsorship amount:    HK\$ \_\_\_\_\_  
 not recommended

Name:	Signature:	Date:

**Part G** (To be completed by Manager or above)

This application is:  confirmed     not confirmed

Remarks : \_\_\_\_\_

Name:	Signature:	Date: