Valid for arrival in Hong Kong from 1 January to 31 December 2019, and application must be submitted to the Hong Kong Tourism Board (HKTB) on or before 15 December 2019 (for overseas groups with more than 700 participants, on or before 30 September 2019).

Please allow 15 working days in advance for processing the Hong Kong Rewards! (HK Rewards!) privileges, except for
- Complimentary hotel cocktail reception: Please book the complimentary hotel cocktail reception at the time of hotel room reservations (reference code ‘HKR1920’). Complimentary cocktail reception is only valid at participating hotels.

Please complete and return the form to Hong Kong Tourism Board, c/o PT. Aviation Indonesia Travel Services – Representative of Hong Kong Tourism Board in Indonesia (email: jktwoo@hktb.com).

Eligibility of Meeting & Incentive Groups
For groups with min. 20 non-Hong Kong participants staying at least 3 days in Hong Kong (or groups with min. 20 non-Hong Kong participants featuring MICE-cruise experience and staying in Hong Kong for one additional night, i.e. 2 additional days programme, before or after the cruise sailing period.)

Index
SECTION A – Event Details
SECTION B – Applicant & Local DMC / Group Operator Details
SECTION C – Privileges from MEHK
- For 20 non-Hong Kong participants or more
- For 51 non-Hong Kong participants or more
- For 101 non-Hong Kong participants or more
- For 301 non-Hong Kong participants or more
SECTION D – Privileges from Trade Partners
SECTION E – General Terms and Conditions

SECTION A – Event Details

| Event/Group Name: |  |
| Event Type: | □ Meeting □ Incentive |
| Event Date: | From: (DD/MM/YY) To: (DD/MM/YY) |
| Company Name: |  |
| Company Website (if any): |  |
| Company Industry/Business Nature: |  |
| Event/Meeting Venue: |  |
| Hotel: |  |
| Major Carrier (if any): |  |
| Frequency in Hong Kong: | □ One-off □ First time □ Annual □ Biennial |
| Others (please specify): |  |
Programme:  
- □ Hong Kong ONLY  
- □ Hong Kong AND Other Destination (please specify Date, City, No. of nights):
- 
- □ Hong Kong AND Cruise Experience (please specify Date, Cruise Liner, No. of nights):

Expected attendance with market breakdown:

<table>
<thead>
<tr>
<th>Total No. of Participants:</th>
<th>No. of non-Hong Kong Participants:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Key Markets:
1. __________________ (  %)  
2. __________________ (  %)  
3. __________________ (  %)  
4. __________________ (  %)

SECTION B – Applicant & Local DMC / Ground Operator Details

A. Applicant Details

<table>
<thead>
<tr>
<th>Role:</th>
<th>□ Event Owner</th>
<th>□ Hotel</th>
<th>□ Overseas Agent</th>
<th>□ Others (please specify):</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Company Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name:</td>
<td>Job Title:</td>
</tr>
<tr>
<td>Tel.: Mobile:</td>
<td>Fax:</td>
</tr>
<tr>
<td>Email: Website (if any):</td>
<td></td>
</tr>
</tbody>
</table>

B. Local DMC / Ground Operator Details

<table>
<thead>
<tr>
<th>Company Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name:</td>
<td></td>
</tr>
<tr>
<td>Tel.: Email:</td>
<td></td>
</tr>
</tbody>
</table>

☐ Please check the box if you do not agree to authorize Hong Kong Tourism Board to include the above contact in any email communication (not applicable if the above is same as the applicant’s contact).

SECTION C – Privileges from MEHK

For 20 non-Hong Kong participants or more

A. MEHK Souvenir

<table>
<thead>
<tr>
<th>Company Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Number</td>
</tr>
<tr>
<td>Contact Person</td>
</tr>
<tr>
<td>Delivery Address</td>
</tr>
</tbody>
</table>

*Hong Kong Only

*Delivery will be arranged one time only and not be available on Saturdays, Sundays and public holidays.
For 51 non-Hong Kong participants or more

| A. MEHK Souvenir (Please fill in details in the above table) |
| B. Digitalised Welcome Message Displayed at Hong Kong International Airport HKTB Visitor Centre |

| Display Period (for max. 2 days only) | From: ____________(DD/MM/YY) | To: ____________(DD/MM/YY) |
| Display Wordings |

Please note the display of your event’s message is not exclusive, and will be on rotation basis, looped with other events happening during the same period.

| C. One of the Following Living Cultural Offers (Please ✓) |
| ☐ Chinese knotting (2 hrs) |
| ☐ Chinese rainbow calligraphy (2 hrs) |
| ☐ Flour doll making (2 hrs) |

| Date | Performance Time |
| Venue/Address |

Please note the performers will arrive at the venue 30 minutes prior to performance time for set up. Please indicate any special request in the Remarks section below.

For 101 non-Hong Kong participants or more

| A. MEHK Souvenir (Please fill in details on page 2) |
| B. Digitalised Welcome Message Displayed at Hong Kong International Airport HKTB Visitor Centre (Please fill in details on page 2) |

| C. One of the following Superior Offers (Please ✓) |
| ☐ Acrobat & kung fu show (15 mins) |
| ☐ Lion dance performance (10 mins) |
| ☐ Tai Chi class (1 hr) |
| ☐ Tea appreciation (2 hrs) |
| ☐ Three cultural extravaganzas (2 hrs) |
| ☐ Chinese brush writing on fans |
| ☐ Chinese paper cutting |
| ☐ Grasshopper weaving |
| ☐ Wing Chun class (1 hr) |

| Date | Time |
| Venue/Address |

Please note the performers will arrive at the venue 30 minutes prior to performance time for set up. Please indicate any special request in the Remarks section below.

Remarks

| ☐ One group airport welcome for VIPs with chaperon service (for a max. of 8 passengers) |

* Guests arriving at Gate 25-80 at Terminal One will be offered shuttle or electric golf cart service *

| Date | No. of People |
| Arrival Flight No. | Arrival Flight Time |
| On-site Contact Person | On-site Contact No. |

Group Name on Welcome Signboard

On arrival, a dedicated chaperon will meet your group at the air bridge. Signage will be tailor-made for your corporate event. The chaperon will accompany arriving groups to immigration point and guide the group through baggage collection and customs and all the way to the Arrival Hall.

*Guests arriving at Gate 25-80 at Terminal One will be offered shuttle or electric golf cart service*
# For 301 non-Hong Kong participants or more

## A. MEHK Souvenir *(Please fill in details on page 2)*

<table>
<thead>
<tr>
<th>Acrobat &amp; kung fu show (15 mins)</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lion dance performance (10 mins)</td>
<td>On-site Contact Person</td>
<td>On-site Contact No.</td>
</tr>
<tr>
<td>Tai Chi class (1 hr)</td>
<td>Venue/Address</td>
<td></td>
</tr>
<tr>
<td>Tea appreciation (2 hrs)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Three cultural extravaganzas (2 hrs)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Chinese brush writing on fans</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Chinese paper cutting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Grasshopper weaving</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wing Chun class (1 hr)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please note the performers will arrive at the venue 30 minutes prior to performance time for set up. Please indicate any special request in the Remarks section below.

### Remarks

- One group airport welcome for VIPs with chaperon service (for a max. of 8 passengers).

*Guests arriving at Gate 25-80 at Terminal One will be offered shuttle or electric golf cart service.*

<table>
<thead>
<tr>
<th>Date</th>
<th>No. of Passenger</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Arrival Flight No.</th>
<th>Arrival Flight Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>On-site Contact Person</th>
<th>On-site Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group Name on Welcome Signboard</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

On arrival, a dedicated chaperon will meet your group at the air bridge. Signage will be tailor-made for your corporate event. The chaperon will accompany arriving groups to immigration counters and guide the group through baggage collection and customs and all the way to the Arrival Hall.

## B. Digitalised Welcome Message Displayed at Hong Kong International Airport HKTB Visitor Centre *(Please fill in details on page 2)*

## C. One of the Following Superior Offers (Please ✔)

- Acrobat & kung fu show (15 mins)
- Lion dance performance (10 mins)
- Tai Chi class (1 hr)
- Tea appreciation (2 hrs)
- Three cultural extravaganzas (2 hrs)
  - Chinese brush writing on fans
  - Chinese paper cutting
  - Grasshopper weaving
- Wing Chun class (1 hr)

## D. One of the Following Deluxe Offers (Please ✔)

- Chinese drum show (10 mins)
- Chinese quartet (2 hours)
- Face changing performance (5-8 mins)

### Remarks

- One group airport welcome with chaperon service (for a max. of 300 passengers)

On arrival, at least one dedicated chaperon (depending on group size) will meet your group at the air bridge. Signage will be tailor-made for your corporate event. The chaperon will accompany arriving groups to immigration counters and guide the group through baggage collection and customs and all the way to the Arrival Hall.

## For 701 non-Hong Kong participants or more

Please contact us by email at hkrewards@hktdb.com for customised privileges.
SECTION D – Privileges from Trade Partners (Please ✓)

SECTION D1 – Privileges at Residing Hotel

Complimentary Cocktail Reception at Hotel
- Please request for the complimentary cocktail reception at the time of hotel room booking, and quote the reference code ‘HKR1920’.


For groups with 51 non-Hong Kong participants or more staying at a participating hotel for two consecutive nights or more, complimentary cocktail reception is offered by nearly 50 local hotels ranging from high-end luxurious to high-quality budget options with a mix of beverage (including beer, wine, juices, soft drinks, etc) and light refreshments.

SECTION D2 – Privileges at Attractions

Remarks: Applicant’s booking confirmation with the attraction is required.

Harbour Cruise Bauhinia

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
<th>Tour Guide/Contact Person</th>
<th>Contact No.</th>
</tr>
</thead>
</table>

For groups with 51 non-Hong Kong participants or more:
- Meet and greet session with welcome drink at the pier before embarking*
- Welcome message and souvenir
  (* Only applies to North Point Pier. Groups embarking at Hung Hom Ferry Pier will receive welcome drinks on board.)

Hong Kong Disneyland

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
<th>Tour Guide/Contact Person</th>
<th>Contact No.</th>
</tr>
</thead>
</table>

For groups with 51 non-Hong Kong participants or more purchasing the Disney Corporate Rewards Package*:
- A date-stamped park ticket applicable for participant aged 12-64.
- Complimentary combo meal set for lunch or dinner on the park visit day at one of the two signature restaurants below
  - Starliner Diner
  - Clopin’s the Festival of Foods
- 20% discount merchandise coupon (upon purchase of HK$400 in each transaction)

* All tickets and vouchers are date-stamped, not refundable or transferrable.
  † Operating hours of Restaurants and Merchandise Shops are subject to change without notice.
The Hong Kong Jockey Club – Happy Wednesday at Happy Valley Racecourse

(11 September 2019 – 25 March 2020*)

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Tour Guide/ Contact Person

<table>
<thead>
<tr>
<th>Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

The Hong Kong Jockey Club – Horse Racing at Sha Tin Racecourse

(8 September 2019 – 29 March 2020*)

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Tour Guide/ Contact Person

<table>
<thead>
<tr>
<th>Contact No.</th>
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</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

Offers of Happy Wednesday at Happy Valley Racecourse
For groups with 20-700 non-Hong Kong participants (aged 18 or above):
- Tourist Pack for Happy Wednesday racenights at Happy Valley Racecourse:
  1. Free admission to Happy Valley Racecourse (for participants aged 18 or above to access Public Enclosure only)
  3. HK$50 food and beverages redemption coupon. A max. of two coupons can be used with each purchase.
  4. A HK$20 off voucher for ‘Gift at Races’ to be used with purchases of HK$100 or above.

For groups with 20-50 non-Hong Kong participants (aged 18 or above):
- Above offer plus a complimentary standard drink at adrenaline, Happy Valley Racecourse. This offer is to be provided after 10pm only on a first-come, first-served basis.

* During the 2019/20 race season, the above offers are valid from September 2019 to March 2020 on the following race fixtures:
  11 September, 18 September, 25 September, 9 October, 16 October, 23 October, 6 November, 13 November, 20 November, 27 November,
  11 December, 18 December, 26 December 2019; 8 January, 15 January, 22 January, 29 January, 5 February, 12 February, 26 February,

Offers at Sha Tin Racecourse
For groups with 20-700 non-Hong Kong participants (aged 18 or above):
- Free admission to Sha Tin Racecourse
- Free admission to Roof Deck @ 2M of Sha Tin Racecourse
  (Roof Deck @ 2M can accommodate up to 100 pax, seats are on a first come, first served basis)
- Beer and snacks redemption coupon

# During the 2019/20 race season, the above offers are valid from September 2019 to March 2020 on the following race fixtures:
  8 September, 15 September, 21 September, 6 October, 12 October, 20 October, 9 November, 17 November, 23 November, 1 December,
  15 December, 21 December, 29 December 2019; 5 January, 11 January, 19 January, 2 February, 8 February, 16 February, 23 February,
  1 March, 8 March, 14 March and 29 March 2020.

Terms & Conditions
- Detailed racing schedules for the period after March 2020 will be announced later.
- The above offers are not applicable to special race fixtures.
- The above offers and applicable race fixtures are subject to change without prior notice.
- Roof Deck @ 2M of Sha Tin Racecourse will be closed if there are adverse weather conditions. HKJC may allocate the group to other viewing stand.

Jumbo Kingdom

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Tour Guide/ Contact Person

<table>
<thead>
<tr>
<th>Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

For groups with 20-50 non-Hong Kong participants or more:
- Jumbo Kingdom souvenir

For groups with 51 non-Hong Kong participants or more:
- VIP toasting sparkling wine (1 bottle 750ml)

For groups with 101 non-Hong Kong participants or more with min. spending at HK$50,000:
- VIP toasting sparkling wine (1 bottle 750ml)
- Welcome drink

For groups with 301 non-Hong Kong participants or more with min. spending at HK$200,000:
- VIP toasting sparkling wine (1 bottle 750ml)
- Welcome drink
- Welcome banner
- Snack (e.g. nuts, chips or canapé, subject to confirmation)
For groups with 701 non-Hong Kong participants or more:

- Customised privileges

### Madame Tussauds Hong Kong

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
<th>Tour Guide/Contact Person</th>
<th>Contact No.</th>
</tr>
</thead>
</table>

For each application, the applicant can choose one out of the following two offers: themed event venue or free tickets.

**Offer 1:**
- For groups of 51-200 non-Hong Kong participants purchasing admission tickets at original retail rate:
  - Two-hour complimentary themed event venue from 10:00am to 12:00noon, under the special theme of ‘World Leaders of the Century’ or ‘A-list Stars’ with selected wax figures

**Offer 2**: with purchase of 51 tickets, 5 free tickets will be offered for groups with 51 non-Hong Kong participants or more
- With purchase of 101 tickets, 10 free tickets will be offered for groups with 101 non-Hong Kong participants or more
- With purchase of 301 tickets, 30 free tickets will be offered for groups with 301 non-Hong Kong participants or more
- With purchase of 701 tickets, 70 free tickets will be offered for groups with 701 non-Hong Kong participants or more

*Free tickets offer is calculated based on each individual purchase, and cannot be combined with other purchases.*

### Ngong Ping 360

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
<th>Tour Guide/Contact Person</th>
<th>Contact No.</th>
</tr>
</thead>
</table>

Redeem at Groups Counter at Tung Chung Ticketing Office upon purchasing return cable car ride tickets.

For groups with 51-300 non-Hong Kong participants:

- NP360 souvenir
- 10% discount coupon on any NP360 branded merchandise at Ngong Ping 360 souvenir shops
- 10% discount coupon at Ngong Ping Garden Restaurant and AOK Hong Kong Cafe with a min. spending of HK$100
- 10% discount coupon on Ngong Ping 360 photo products

For groups with 301-700 non-Hong Kong participants:

- Above offer plus:
- A welcome banner
- A free group photo service at Ngong Ping Village with soft copy of the photo emailed to participating company after they departed Hong Kong

### Ocean Park Hong Kong

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
<th>Tour Guide/Contact Person</th>
<th>Contact No.</th>
</tr>
</thead>
</table>

**For groups with 20 non-Hong Kong participants or more purchasing the Fun & Feast Package*:**

- Complimentary combo meal (one main course with soft drink) on the park visit day during the restaurant operating hours at one of the five signature restaurants* below:
  1. Bayview Restaurant
  2. Café Ocean
  3. Club Panda
  4. Terrace Café
  5. Aqua City Bakery

*The Fun & Feast Package Ticket is valid on specific dates and must be purchased through the Sales Department of Ocean Park Hong Kong.

**Special MICE Privileges:**

*For groups with 20 non-Hong Kong participants or more:*

- Express admission to the park
- Ocean Park-themed souvenir
- Looping of welcome message on tip boards in the park
- Welcome drink coupon plus the following in-park discount coupons
1. Buy-one-get-one-free offer on afternoon tea sets at the Lakeside Chill or Club Panda
2. HK$5 discount on purchases of HK$30 or more at food kiosks
3. 10% discount on photo products
4. Buy-HK$50-get-HK$50-free offer on skill games
5. 15% discount at souvenir shops

For groups with 51 non-Hong Kong participants or more:
- Above offers plus:
  - 1 priority access per participant for designated attraction

For groups with 101 non-Hong Kong participants or more:
- Above offers plus:
  - Welcome by an Ocean Park mascot for 15 minutes at the Lagoon Platform upon group arrival
  - A complimentary digital copy of group photo with an Ocean Park mascot
  - Ocean FasTrack for 3 VIPs per group

For groups with 301 non-Hong Kong participants or more:
- Above offers Plus:
  - Live band performance at the main entrance

^ Operating hours of Restaurants are subject to change without notice.

### sky100 Hong Kong Observation Deck

<table>
<thead>
<tr>
<th>Visit Date</th>
<th>No. of Participants</th>
<th>Arrival Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tour Guide/ Contact Person</td>
<td></td>
<td>Contact No.</td>
</tr>
</tbody>
</table>

Wordings for Welcome Message

Redeemable upon visit to sky100 Hong Kong Observation Deck.

For groups with 51-700 non-Hong Kong participants:
- Welcome souvenir
- Digital welcome message
- Discount coupons on souvenirs and digital photos

### SECTION D3 – Privileges at Hong Kong International Airport

#### Cathay Pacific and Cathay Dragon

<table>
<thead>
<tr>
<th>Arrival Date and Flight No.</th>
<th>No. of Passengers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Departure Date and Flight No.</td>
<td>Company Name</td>
</tr>
<tr>
<td>Contact Person</td>
<td>Contact No./ Email</td>
</tr>
</tbody>
</table>

Special privileges from Cathay Pacific and Cathay Dragon:

For groups with 20 non-Hong Kong participants or more travelling with CX/KA:
- **Meet and Greet Service** upon arrival at Hong Kong International Airport with 20 or more passengers travelling on the same flight (no priority for Custom, Immigration and quarantine clearance or baggage claim service)
- **Additional Baggage Allowance** of 10kg for every 20th passenger in a single MICE event (travelling on the same flight is not required)

For groups with 51 non-Hong Kong participants or more travelling with CX/KA:
- **Above offers plus**:
  - **Dedicated Check-in counter** at Hong Kong International Airport with 51 or more passengers travelling on the same flight
  - **Upgrade from Economy Class to Business Class** for every 51st passenger, subject to availability upon check-in, in a single MICE event (travelling on the same flight is not required)

For groups with 101 non-Hong Kong participants or more travelling with CX/KA on the same flight:
- **Above offers plus**:
  - **Welcome in-flight announcement** (subject to Cathay Pacific and Cathay Dragon’s approval)

Redeem special privileges from Cathay Pacific and Cathay Dragon Airways upon the booking is ticketed. Please provide the flight
SECTION E – General Terms and Conditions

Please check the boxes below.

- To materialise the offers provided by third-party supplier(s) of products and services, I agree the Hong Kong Tourism Board (HKTB) to disclose the contact details listed on the form to the relevant parties, including but not limited to products and services provider and HKTB’s appointed freight forwarder.

- I have read and agree with the Terms & Conditions listed below.

Signature/Company Chop: ______________________________
Name: _______________________________________________
Job Title: ____________________________________________
Company Name: ______________________________________

1. Valid only for Meeting and Incentive groups (M&I) with a min. of 20 non-Hong Kong participants staying at least three (3) days in Hong Kong (or groups with a min. of 20 non-Hong Kong participants featuring MICE-cruise experience and staying in Hong Kong for one additional night, i.e. two (2) additional days programme, before or after the cruise sailing period.)

2. Only non-Hong Kong participants are eligible for the offer.

3. Any group can sign up for any value-added offers as long as they meet the min. group size requirement.

4. Groups coming to Hong Kong for the same corporate event are only entitled to redeem the offers according to the total number of participants in the group, regardless of the number of segments into which the group is divided.

5. Please allow 15 working days for processing privileges, except for complimentary hotel cocktail receptions which should be requested at the time of hotel room reservations.

6. The Hong Kong Tourism Board (HKTB) is not responsible for venue booking or license applications.

7. A penalty will apply for cancellations of any cultural performance/meet and greet service made within three (3) working days of the event date.

8. All offers are valid from 1 April 2019 to 31 March 2020 (both dates inclusive) and subject to change without prior notice.

9. MEHK souvenirs are available while stocks last.

10. The HKTB is not a supplier of the value-added offers and shall not be responsible for any liabilities in relation thereto.

11. The value-added offers are subject to trade partners’ confirmation and terms & conditions.

12. For verification of the group’s eligibility under this application, the HKTB reserves the right to request further information about the group and to conduct on-site spot checks on the privileges offered during the event period.

13. The HKTB disclaims any liability for the quality or fitness for the purpose of third-party products or services; or for any errors or omissions.

14. These Terms and Conditions are written in English and Chinese. In case of discrepancies, the English version shall prevail.
Terms and Conditions for Complimentary Cocktail Reception at Hotel

1. The offer is valid for Meeting (M), Incentive (I) & Convention (C) groups with a min. of 51 non-Hong Kong delegates staying at a participating hotel for at least two (2) consecutive nights in Hong Kong.
2. The offer is valid from 1 April 2019 to 31 March 2020, both dates inclusive.
3. The offer is subject to availability and hotel confirmation.
4. All booking confirmations/amendments/cancellations are handled between hotels and applicants directly. Final confirmation of all bookings is at the discretion of the hotels.
5. The offer is subject to change by participating hotels without prior notice.
6. The offer has no cash value and cannot be redeemed for cash.
7. The offer cannot be used in conjunction with other promotional/discount offers.
8. HKTB is not a supplier of the products and services and shall not be responsible for any liabilities in relation thereto.
9. Hotel offers and information (including text and photos) are provided by hotels.
10. In case of disputes, the decision of the HKTB and participating hotels shall be final.
11. HKTB disclaims any liability for the quality or fitness for the purpose of third-party products or services; or for any errors or omissions.
12. These Terms and Conditions are written in English and Chinese. In case of discrepancies, the English version shall prevail.
1. **Programme Period**

   i. Application between 1 January 2019 and 15 December 2019; arrival on or before 31 December 2019. Application must be submitted to the Hong Kong Tourism Board (HKTB) on or before 15 December 2019 (for overseas groups with more than 700 participants, on or before 30 September 2019).

   ii. Meeting, Incentive, Conference and Exhibition (MICE) Agents in Indonesia with Meeting & Incentive (M&I) groups arriving in Hong Kong during the above programme period may contact the HKTB for more information on participation in Hong Kong Top MICE Agent Awards (the Awards).

2. **Awards and Prizes**

<table>
<thead>
<tr>
<th>Awards</th>
<th>Champion</th>
<th>First Runner-up</th>
<th>Second Runner-up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top 3 M&amp;I Producers</td>
<td>HK$ 30,000</td>
<td>HK$ 20,000</td>
<td>HK$ 10,000</td>
</tr>
<tr>
<td>Top 10 M&amp;I Producers</td>
<td></td>
<td>2019 Hong Kong Top MICE Agent Award Winners’ Familiarisation Trip cum Award Presentation (1 representative from each agency)</td>
<td></td>
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   i. One representative of each ‘Top 10 M&I Producers’ will be invited to the Awards Winners’ Familiarisation trip cum Award Presentation to Hong Kong.

   ii. The ranking of the ‘Top 10 M&I Producers’ is based on the agent’s total number of M&I passengers production. The top 10 will win.

   iii. ‘Number of M&I passengers’ refers to the total number of meeting and incentive passengers who arrive in Hong Kong during the programme period.

   iv. The judging committee consists of members from the HKTB. The decision of the judging committee will be final in all respects and no appeal or challenge of any nature whatsoever would be entertained.

   v. The HKTB will only share the name of the ‘Top 10 M&I Producers’ in public channels without divulging the detailed information of the materialised number of groups and passengers of the winning agents. This proprietary information will be kept confidential and will only be used for the HKTB’s internal evaluation purpose.

3. **Registration and Submission**

   Please complete and return the Awards application form to the HKTB’s representative in Indonesia, PT. Aviation Indonesia Travel Services by email at jktwoo@hktb.com.

   Enquiry: +62 21 2907 9802 or via email: jktwoo@hktb.com

   i. The Awards application form includes the application for ‘Hong Kong Rewards!’.

   ii. Participating agents should submit the Awards application form to the HKTB’s representative in Indonesia, PT. Aviation Indonesia Travel Services (with all the details and information duly completed) at least 15 days before the scheduled departure of the M&I group. For overseas groups with more than 700 participants, application form must be submitted at least three (3) months prior to the arrival date.

   iii. The HKTB shall have the right, at its absolute discretion, to reject or not accept any Awards application form that is incomplete or not properly completed. The HKTB’s decision shall be final and binding and shall not be subject to appeal.
4. Eligibility Towards Counting and Judging

i. All 2019 Indonesia Awards entries must be submitted on a corporate basis.

ii. All 2019 Indonesia Awards application forms must be submitted before 15 December 2019 and the M&I groups must arrive in Hong Kong on or before 31 December 2019 to be eligible for consideration.

iii. For overseas groups with more than 700 participants, the 2019 Indonesia Awards application forms must be submitted on or before 30 September 2019, and the M&I groups must arrive in Hong Kong on or before 31 December 2019 to be eligible for consideration.

iv. The Awards is applicable only in respect of Indonesia outbound M&I groups arriving in Hong Kong during the above mentioned programme period.

v. All M&I groups must stay at least two (2) consecutive nights in Hong Kong or at least one (1) night in Hong Kong with two (2) nights on a cruise embarking or disembarking at a Hong Kong cruise terminal on the same trip.

vi. Each M&I group must have a minimum of 20 non-Hong Kong participants from the same corporate company.

vii. M&I groups travelling to Hong Kong for the same corporate event during the programme period in different waves will be considered as ONE group for evaluation purpose.

viii. A hotel booking confirmation with full name list and period of stay for the M&I groups must be provided to the HKTB before departure for Hong Kong.

ix. In case of any disagreement or dispute, the HKTB has the full right to make the final decision which shall be binding on the participating agent.

5. Awards

i. The HKTB will notify the winners via email before 15 January 2020, and the list of winners will be announced via email and PartnerNet website by the HKTB in January 2020.

ii. Winners of ‘Top 10 M&I Producers’ are obligated to nominate ONE (1) management representative from its company to attend the Awards Winner’s Familiarisation Trip cum Award Presentation and participate in all activities during the trip to Hong Kong in February or March 2020. Details will be advised at a later date.

iii. Prizes awarded to the ‘Top 3 M&I Producers’ can only be used to support its corporate clients’ inspection visit to Hong Kong with potential M&I groups or its corporate client’s M&I group trip to Hong Kong or the winners’ own employees familiarisation visit to Hong Kong (only for hotel accommodation, venue rental, sightseeing tour programmes, net cost of attraction admission tickets, meals and local transportation, excluding administrative fee, commission, rebate or interest). Itinerary and quotation for the costs to be incurred during the visit must be submitted to the HKTB at least THREE (3) weeks prior to the inspection visit or the corporate client’s M&I group arrival or employee familiarisation visit in Hong Kong. The HKTB will confirm eligible items that are reimbursable from the prize. The travel period for the inspection visit or the corporate client’s M&I group should be between 1 February and 31 October 2020.
A. Participation in Hong Kong Top MICE Agent Awards (the Awards)

i. The Awards is open and applicable to MICE agents in Indonesia on a corporate basis.

ii. Each participating agent must hold and maintain, at all times during the programme period, valid licence(s) in the relevant jurisdiction (as stated above) where such participating agent carries on business and brings Meeting & Incentive (M&I) groups from such jurisdiction into Hong Kong under the Awards. Each participating agent must promptly produce documentary evidence of such licence(s) upon the request of the HKTB. It shall be obligatory for each participating agent to ensure that all the relevant formalities are duly carried out and legal obligations are duly complied with. If the participating agent/participants neglect in complying with the same, it shall be at the risk and peril of the participating agent/participants.

iii. The Awards is organised by the Hong Kong Tourism Board (HKTB).

iv. Participating agents in the Awards must provide all additional information and document which the HKTB may require from time to time and ensure that all data, information and document given in connection with the Awards are true, accurate and complete. Any violation of this will lead to disqualification of the participating agent in the Awards. The HKTB does not bear responsibility for any loss, damages or costs incurred as a result of any such disqualification.

v. By participating in the Awards, (i) participating agents’ personal data are collected, processed and retained by the HKTB, the controller of the personal data, and also by the HKTB’s agent and/or sub-contractor involved in administering the Awards; (ii) participating agents shall be deemed to have given its/ his/ her consent and authority for such collection, processing and retention of personal data; and (iii) the relevant participating agent shall be deemed to have withdrawn from participating in the Awards if it/ he/ she withdraws its/ his/ her consent or authorisation given as aforesaid at any time during the programme period. Participating agents’ personal data shall be collected and processed for the purpose of their participation in the Awards only and will only be retained as long as necessary for such purpose. Participating agents can request access to and/or submit a request for rectification or removal of their personal data. For these purpose participating agents can contact or email the HKTB’s respective country representatives at the contact number and email address stated in this document.

vi. Should violation of the Awards terms and conditions result in any loss or damage to the HKTB, the HKTB shall be fully entitled to pursue legal actions for any claim or remedy it deems fit. The participating agent shall keep the HKTB indemnified in the said regard.

vii. By returning the Awards application form, the participating agent further agrees that it would agree and accept all and any changes which may be made to the Awards and it would be deemed that the participating agent has agreed and accepted all and any changes which may be made to the Awards, the nature of the activities, and/or the prize to be awarded by the HKTB as it may deem necessary in its absolute discretion.

viii. The participating agents are advised to read all of the statements contained in this document including the terms and conditions contained herein (Terms) carefully. By participating in the Awards, the participating agents will be deemed to have read, understood and agreed to all rules and regulations governing the Awards (including the Terms and all statements in this document), and consent to all activities to be undertaken in connection with the Awards and undertakes to comply with and be bound by the same. The participating agents and all concerned are duly notified that the HKTB reserves the right to modify, change, replace and/or terminate the Awards at any time at its sole discretion. It is further notified that in case there is any modification, change, replacement and/or termination of the Awards at any time none of the participants or other concerned shall hold the HKTB responsible and nor shall they be entitled to raise any claim of any nature whatsoever against the HKTB. Any changes during the course of the Awards will be posted on the Awards landing page without additional notice to the participating agents.

ix. The HKTB retains the right to exclude any participating agent from participating in the Awards, if the HKTB, in its absolute discretion, considers that such participation is not in line with the rules and regulations governing the Awards or is otherwise in conflict or not in compliance with the Terms.

x. By participating in the Awards, the participating agents agree to the use, free of charge, by the HKTB in any medium of the participating agents’ name, image, photograph, video and voice recording for publicity and marketing purposes.

xi. The participating agent must not reproduce or publish anything relating to the Awards without the prior written consent of the HKTB, for which consent may be denied or given with or without conditions at the HKTB’s absolute discretion.
B. Utilising the Prizes

i. Winning agents must provide true and accurate information regarding the M&I groups for judging. If any violation of the above is found, the HKTB reserves the right to disqualify selected winners without notice.

ii. Prizes cannot be transferred, discounted, or converted to other prizes in kind.

iii. Winners for ‘Top 10 M&I Producers’ are obligated to nominate ONE (1) management representative from its company to attend the Awards Winner’s Familiarisation Trip cum Award Presentation and participate in all activities during their trip to Hong Kong in February or March 2020. Details will be advised at a later date.

iv. The ‘Top 3 M&I Producers’ can redeem the prize:
   - As support to its corporate clients’ inspection visit with potential M&I groups to Hong Kong or its corporate client’s M&I group trip to Hong Kong or its employee familiarisation visit to Hong Kong (only for hotel accommodation, venue rental, sightseeing tour programmes, net cost of attraction admission tickets, meals and local transportation, but exclusive of administrative fee, commission, rebate or interest). The travel period for the inspection visit or the corporate client’s M&I group to Hong Kong should be between 1 February and 31 October 2020.
   - The winning agent must strictly comply with submission of the programme of the inspection visit/ the corporate client’s M&I group trip to Hong Kong/ its employee familiarisation visit to Hong Kong with proof of booking to the HKTB by means of signed documentation or contract, and implement the activities before 31 October 2020; failure to comply will result in forfeiture of prize. Itinerary and quotation for the costs to be incurred during the visit must be submitted to the HKTB at least THREE (3) weeks prior to the inspection visit / the corporate client’s M&I group trip / its employee familiarisation visit to Hong Kong. The HKTB will confirm eligible items that are reimbursable from the prize.
   - The HKTB will provide reimbursement from the prize to the ‘Top 3 M&I Producers’ after the inspection visit or the corporate client’s M&I group trip to Hong Kong is concluded and the verification of the winning agent’s submission of their original official invoice for the reimbursement from the prize, the final participant list with company name and designation, inspection/group itinerary in Hong Kong, and a copy of official itemised invoices and receipts of payment issued by licensed service providers in Hong Kong for the inspection visit or the corporate client’s M&I group trip to Hong Kong. These supporting documents toward the reimbursement of prize should be submitted within one month from the conclusion of the said trips. Prize reimbursement is subject to HKTB’s discretion in case of late submission of supporting documents. The HKTB shall have the right to withhold payment of any sum of the prize until the HKTB is satisfied that proper and complete documentation required by it has been received.

C. Other Terms

i. The Awards is open and valid for application from 1 January 2019 to 15 December 2019 (both dates inclusive) and in respect of arrivals on or before 31 December 2019 (programme period). Groups with more than 700 participants: Please submit the application on or before 30 September 2019. The Awards is applicable only in respect of Indonesia outbound M&I groups arriving in Hong Kong during the programme period.

ii. For usage of ‘Hong Kong Rewards!’, the participating agents must follow the respective rules and regulations stated on this Awards application form.

iii. Each M&I group must have a minimum of 20 non-Hong Kong participants from the same corporate company arriving in Hong Kong and staying for at least 2 consecutive nights in Hong Kong or at least (1) night in Hong Kong with two (2) nights on a cruise embarking or disembarking at a Hong Kong cruise terminal on the same trip.

iv. A hotel booking confirmation with full name list and period of stay for the M&I groups must be provided to the HKTB before departure for Hong Kong.

v. The HKTB will reply by email upon each successful Awards application received by the HKTB within 14 working days.

vi. Without prejudice to any of its rights hereunder to reject or not accept any incomplete or not properly completed Awards application, the HKTB may verify with participating agent on any information provided by such participating agent which are not clear, doubtful or otherwise incomplete, and in the event of any disagreement or disputes, the HKTB has the full right to make the final decision which decision shall be final and binding on the participating agent.

vii. The HKTB reserves the right at its absolute discretion to exclude or disqualify any participating agent whom it is of the opinion to be acting in a manner which is against the interest of the HKTB or which is in violation of the Terms or any rules or regulations governing the Awards or in case of (suspicion of) foul play, fraud, or any (other) breach of the Terms. It is the duty and responsibility of the participating agents to ensure their legal eligibility to participate in the Awards.

viii. The decision of the HKTB on any matter in connection with the Awards shall be final and binding and shall not be subject to appeal.

ix. If any statement or provision in this document is held by a competent court or other competent authority in a final decision (i.e. after exhausting all appeal avenues if applicable) to be illegal, void or unenforceable in the relevant jurisdiction, that statement or provision or the relevant part thereof shall be deemed to be deleted and the remaining statements and provisions shall continue in full force and effect in respect of such jurisdiction. This document and the Awards shall be governed by and construed in all respects in accordance with the laws of Hong Kong.