

APPLICATION FORM

COMMUNICASIA 2012

All applicants shall provide the following documents along with this application form:

1. A copy of the identity card (IC) of the proposed representative who shall be travelling on behalf of the applying organization.
2. A comprehensive report detailing the services and/or products to be showcased at the exhibition.
3. A complete packing list of items which the applicant proposes to display, eg. souvenirs, pamphlets, brochures, computer accessories and others.
4. A 50 word write-up of your company profile including product images.
5. A sample of your company logo (in .jpg, .psd and .ai formats of at least 1MB in size) with the specific company colours for promotional purposes.
6. Details of the requirements for your booth (eg. LCD screen, poster board, etc), including a proposed floor plan.
7. Payment of Five Hundred Brunei Dollars (BND\$500.00) to secure one (1) booth (either 2m by 3m or 3m by 3m depending upon availability) in the Brunei Darussalam Pavilion.
8. Copies of any licences from AITI that the applicant holds.

Applicants with AITI Accredited Business (AAB) Status do not need to provide the following. However, all other applicants will need to provide:

9. For sole proprietors and partnerships: Form 16 and 17 along with copies of relevant identity cards.
10. For public and private limited companies: Form X, Memorandum and Articles of Association, Certificate of Incorporation, Notice of Situation of Registered Office and Particulars of Stakeholders and Directors.

Please note:

* All companies with AITI Accredited Business (AAB) Status will be given priority.

* The terms and conditions of the subsidy program are outlines in the document entitled **AITI Subsidy Program for Overseas Exhibitions**. Registered participants are deemed to accept these terms and conditions by virtue of their participation in the exhibition.

APPLICANT'S INFORMATION

Name of Company:	AAB Status: []Y []N
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CONTACT DETAILS

Contact Person:			
Registered Address:			
Correspondence Address:			
Telephone Number:	(O)	(M)	(Fax)
E-mail Address:			
Website:			

APPLICANT'S PROPOSED REPRESENTATIVES

NAME	IC NUMBER	POSITION HELD IN THE ORGANISATION
1.		
2.		
3.		
4.		
5.		

WRITE-UP OF COMPANY PROFILE (minimum 50 words)

PURPOSE OF PARTICIPATION (please tick where appropriate)	
<input type="checkbox"/> Product Promotion	Name of product/s: Description of product/s:
<input type="checkbox"/> Service Promotion	Name of service/s: Description of service/s:
<input type="checkbox"/> Business Networking	
<input type="checkbox"/> All of the above	
* The applicant may wish to provide information on a separate sheet of paper if there is insufficient space provided here.	

APPLICANT'S DECLARATION	
I / We declare that I / We have read and understood the terms and conditions of the AITI Subsidy Program for Overseas Exhibition and if selected, undertake to comply with the same, and that all particulars and information submitted along with this application are true, accurate and complete and that I / We have not willfully suppressed any material fact.	
Date:	
Name of Authorised Representative of Applicant:	
Signature and Stamp of Applicant:	