



Name of company :

Name of trade exhibition :

Date of trade exhibition :

Submission deadline :

CLAIMABLE EXPENSES – Kindly provide **proof of payments (original invoices and receipts)** for the following:

- 1. Cost of return economy class airfare ticket – 2 persons
- 2. Accommodation cost – 2 persons
- 3. Promotion cost
- 4. Forwarding charges
- 5. Interpreter cost

SUPPORTING DOCUMENTS

- A. Completed SMGB1 application form
- B. Colour photographs of company’s exhibition booth (booth number must be visible in the photographs)
- C. Tabulated details of expenditure in carrying out the activity

FIRST TIME PARTICIPANTS ONLY

- D. Copy of Certificate of Incorporation under Companies Act 1965, Form 9 and Form 13 & Form 20, where applicable
- E. Copy of manufacturing licence from Ministry of International Trade and Industry (MITI) or any equivalent manufacturing licence that is issued by a regulatory body (state or municipal council)

	Primary	Alternate
Contact person
Designation
Contact number
H/p number
Email

Kindly submit the required documents on or before the above stipulated deadline

--Thank You--