

Application for Incentive Support Corporate Meeting & Incentive Groups 2020

(With effect from 1 January 2020)

Travel Agency / MICE Planners / Event Planners

Company Name				
Contact Person / Designation				
Contact Numbers	Office		Mobile	
Email Address				

Handling Agent / Venue Contact / Hotel Contact in Korea (Please provide DMC's contact details in Korea)

Company Name				
Contact Person / Designation				
Contact Numbers	Office		Mobile	
Email Address				
<u>Address or Contact number to receive souvenir *</u>	<u>Address*</u>			
	<u>Contact Number*</u>			

Group Information

Company Name																																																							
Contact Person / Designation																																																							
Contact Numbers	Office		Mobile																																																				
Email Address																																																							
Group Size																																																							
Flight schedules	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 15%;">Flight No</th> <th style="width: 15%;">Sector</th> <th style="width: 15%;">ETD</th> <th style="width: 15%;">ETA</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>					Date	Flight No	Sector	ETD	ETA																																													
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(A) Please select **ONE** of the souvenir options:

Chopstick & Spoon Set		Eco Bag		Portable Charger	
Compact Umbrella		Eco Water Bottle		Handkerchief	
Foldable Backpack		Stainless Steel Tumbler		Passport Wallet	
Travel Adaptor					

(B) Please select **ONE** of the options:

Welcome Ceremony		Attraction Ticket	
Non-Verbal Performance		Unique Experience	
SM Town Option (Tick the appropriate boxes)	SM Town Museum		SM Town Theatre

(C) For welcome ceremony bookings (min 50 pax required):

For 50 – 499 pax	Date	Arrival Flight	ETA	No of Pax
For 500 pax or more (Max 3 rounds of welcome ceremony)	Date	Arrival Flight (1)	ETA	No of Pax
	Date	Arrival Flight (2)	ETA	No of Pax
	Date	Arrival Flight (3)	ETA	No of Pax

Arrival Gateway	Please indicate the location of the welcome ceremony (eg Incheon International Airport, T2)	Event Venue	Please provide contact:: <ul style="list-style-type: none"> - Name of Sales / Banquet Manager - Designation - Department - Telephone / Mobile no Email Address - Venue (eg, XX Hotel, lobby)
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Please select ONE of the options for the welcome ceremony arrangement	<p><u>For group sizes between 50 – 99 pax</u></p> <p><input type="checkbox"/> 2 mascots</p> <p><input type="checkbox"/> 2 crew members in traditional costumes</p> <p><u>For group sizes between 100 – 199 pax</u></p> <p><input type="checkbox"/> 2 mascots + 1 crew member in traditional costume</p> <p><input type="checkbox"/> 3 crew members in traditional costumes</p> <p><u>For group sizes above 200 pax</u></p> <p><input type="checkbox"/> 2 mascots + 2 crew members in traditional costumes</p> <p><input type="checkbox"/> 4 crew members in traditional costumes</p>
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(D) For Korean verbal / non-verbal performance booking:

Choice	Location / Theatre	Date	Time	No of Pax
Eg Bibap	Seoul	10 Jan	1 om	30

(E) For tourist attraction booking:

Choice	Location	Date	Time	No of Pax
Eg Aqua Plant	Jeju	10 Jan	1pm	30

(F) For unique experience booking:

Choice	Program	Date	Time	No of Pax
Eg REAL KPOP	Kpop Dance	10 Jan	1pm	20

(G) For other approved claimable:

:

- Please submit the application form with supporting documents to ~@knto.or.kr at least 2 working weeks before the group arrives in Korea.
- Application shall go through KTO branch office only.

Agreement for Provision of Personal Information

All personal information provided to Korea Tourism Organization for the purposes of corporate meetings / incentive support will be transferred to Korea and protected under the Korea Privacy Act.

In order to comply with Article 19 (Restrictions on Use and Provision of Persons Who Have Provided Personal Information) and Article 20 (Notice of Collection Sources of Personal Information Collected from Non-Data Subjects), we request that the Company (Company or Travel Agency) please confirm that KTO has legally collected and used the provided personal information in accordance with the following local laws.

[Personal Information Details]

Recipient : Korea Tourism Organization

Purpose : Checking the number of participants for support of meetings/incentive tours

Items received : Name, date of birth, nationality

Retention and period of use : Up to 5 years from date of receipt

Number of personal information items provided : 00 items

Representative Information

Affiliation :

Position :

Name :