**Bologna Welcome Events**

Annex III - Grant Application

Metropolitan Bologna Incentive Plan 2023-2026

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| --- | --- |
| **General Applicant information** | |
| **ASSOCIATION/AGENCY/**  **COMPANY:** |  |
| Address: |  |
| City: |  |
| Country: |  |
| **CONTACT NAME:** |  |
| Position/Role: |  |
| E-mail: |  |
| Phone: |  |

|  |  |  |
| --- | --- | --- |
| **Event Information** | | |
| **EVENT NAME:** |  | |
| **SCHEDULED DATE or PERIOD FOR THE EVENT:** |  | |
| **EXPECTED NUMBER OF PARTICIPANTS:** |  | |
| **TYPOLOGY:**  **(mark with an X)** | **€** | Congress |
| **€** | Conference |
| **€** | Corporate Meeting/Association/Business |
| **€** | Other (please specify): |
| **Nature:** | |  |  | | --- | --- | | **€** | National | | **€** | International\* | | |
| **Event frequency (annual, biennial etc.):** |  | |
| **Date and place of previous editions (at least two):** |  | |
| **Date and place of future editions (at least two, if fixed):** |  | |
| **Other destination(s) considered:** |  | |
| **Facility(s) considered in Bologna (if already identified):** |  | |
| **Name organizing secretariat (if already identified):** |  | |

\* International event: majority of participants are from abroad

|  |  |
| --- | --- |
| **Benefit requested**  **(mark one benefit with an X)** | |
| **€** | Participation in conference venue expenses |
| **€** | Participation covering organizational secretariat costs |
| **€** | Transfers or local public transportation tickets for participants |
|  | Participation expenses congress services - specify which:  **€** Catering services for social event, welcome cocktail, gala dinner, coffee break, lunch  **€**  Audio-visual and technological services  **€** Personnel services  **€** Set-up services  **€** Other type of service (specify): |

I declare that:

* Bologna is in the process of being selected as the event destination at the time of submitting this application (by way of example: in the application process, in negotiations, in competition with other cities) and official confirmation from the organizers of the choice of Bologna as the venue has not yet been received at the time of signing this application
* The event will take place between January 1, 2023 and December 31, 2026
* The event will take place live, at an event venue in Bologna Metropolitana; registered participants will be known to the organizer
* The event requires a minimum of 2 consecutive overnight stays in the metropolitan area of Bologna and the overnight stays must be managed by Bologna Welcome Incoming Travel Agency
* That I have read the incentive plan and accept its contents in full

It is possible to apply up to six months before the start date of the event.

**Please Note that the document must be signed in the Italian language copy and it must be sent on headed paper of the association / agency / company to the e-mail address** [**fondazionebolognawelcome@legalmail.it**](mailto:fondazionebolognawelcome@legalmail.it) **and in cc copy to the e-mail address** [**bcb@bolognawelcome.it**](mailto:bcb@bolognawelcome.it) **together with the identity document of the legal representative.**

**Bologna Convention Bureau reserves the right to carry out checks on the veracity of the statements made during the grant application and to request further information, if necessary.**