**Application Form for the**

**Development Fund for the Travel Industry (Training Activities)**

**(for Accredited Tour Escort / Accredited Tourist Guide)**

Please read the Application Guide to the Development Fund for the Travel Industry (Training Activities) (which can be downloaded from the [website of the Travel Industry Council of Hong Kong (TIC)](http://www.tichk.org/public/website/en/industry_subsidy_scheme/development_fund/training_activities/html)) before completing this application form. For enquiries, please call the Secretariat at 2969 8157.

**Applicant must submit the completed application form before class commencement.**

**Section A – Particulars of the Applicant**

|  |  |  |
| --- | --- | --- |
| Name in Chinese: | Name in English: | |
| (Mr/Ms) \* |  | |
| Escort /Guide \* No.: | Escort /Guide \* Expiry Date: | |
|  | (yyyy-mm-dd) | |
| Tel: | Email: | |
| \* Please delete as appropriate. |  | |
|  | |  |

**Section B – Particulars of the Training Activity**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Training Activity: |  | | |
| Name of Organiser: |  | | |
| Is the training activity to be held entirely or partly in Hong Kong? (Note 1) | | * Yes □ No | |
| Is the training activity to be held entirely online? (Note 1) | | * Yes □ No | |
| Commencement Date (yyyy-mm-dd): | | | Completion Date: (yyyy-mm-dd): |
|  | | | |

Note 1: No training activities held entirely outside Hong Kong or entirely online are eligible.

**Section C – Amount of Subsidy under Application**

|  |  |
| --- | --- |
| Total fee (Note 2): $ |  |
| Amount of subsidy under application = Total fee: $ × 70% = $ | |
|  | |

Note 2: Each Accredited Tour Escort / Accredited Tourist Guide will be subsidised with a maximum of 70% of the fee of a training activity if the application for subsidy for the training activity is successful provided that the fee of the training activity per person is not less than HK$500. Each Accredited Tour Escort / Accredited Tourist Guide is subject to a subsidy ceiling of HK$5,000 per year, with no limits on the frequency of subsidy.

**Section D – Declaration**

|  |  |  |
| --- | --- | --- |
| I hereby declare that:   1. I have carefully read the Guide to Application for the Development Fund for the Travel Industry (Training Activities) and agree to comply with all the terms and conditions therein; 2. All information provided in this application form is true and accurate; 3. I have not received any other subsidy for the above training activity; 4. I will not apply, during the process of application and after approval of the application for the subsidy under the Development Fund, for any other subsidy for the above training activity; 5. I undertake to repay in full to the Travel Industry Council of Hong Kong all the disbursed subsidy granted under the Development Fund for the Travel Industry (Training Activities), with interest, within the time specified in the notification given by the Airport Authority Hong Kong or the Secretariat, in the event that any information provided herein is found to be false, invalid or inaccurate; and 6. I acknowledge that the Airport Authority Hong Kong reserves the right to take any actions deemed appropriate, including termination of the funding agreement and instituting legal actions, against me for providing false, invalid or inaccurate information in support of this application. | | |
| Signature: | Name: | Date: |
|  |  |  |

**Other Important Matters:**

1. The applicant must hold a valid Tour Escort Licence / Tourist Guide Licence at the time of disbursement of the corresponding subsidies by the Secretariat on behalf of the AAHK.
2. The applicant must complete and submit the application form before signing up for the training activity concerned.
3. No language courses, and diploma and bachelor’s or higher degree courses will be subsidised by the Development Fund.
4. No courses, examinations, seminars, workshops, talks, etc which have received subsidy from sources other than the Development Fund will be subsidised by the Development Fund.
5. The applicant can submit the duly completed and signed application form to the Travel Industry Council of Hong Kong, Rooms 1706-09, Fortress Tower, 250 King’s Road, North Point, Hong Kong by post, with the envelope marked “Application for the Development Fund for the Travel Industry (Training Activities)”.
6. The applicant can also send a soft copy of the completed application form (in MS Word format) to the Secretariat by email: [Dfund@tichk.org](mailto:Dfund@tichk.org).
7. Please use separate sheets if the space provided for a particular item is insufficient.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Official Use Only | Date of Receipt (yyyy-mm-dd): | Ref. No. : |
| □ Course □ Examination □ Course and Examination  □ Seminar □ Workshop □ Talk □ Others | |