### Business Events in Singapore (BEiS)

**Project Executive Summary**

*Please provide the following information regarding your event and we will direct you to the relevant project manager who can assist you further.*

**Name of Event:**

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| Name of Event Organiser |  | | | | |
| Event Start and End Dates (DD/MM/YYYY) |  | | | | |
| Event Venue  *Pls indicate “Nil” if information is not available* |  | | | | |
| Event Category |  | | Association Conventions |  | Trade Conferences |
|  | | Exhibitions |  | Meetings |
|  | | Incentive Trips |  |  |
| Brief Description of Event |  | | | | |
| Event Website |  | | | | |
| Event Industry Sector  *(if applicable)* |  | | | | |
| Number of Event Days |  | | | | |
| Is the Event open to Public/by Invitation |  | | Open to Public | | |
|  | | By Invitation | | |
| Expected Total Number of Attendees |  | | | | |
| Expected Number of Foreign Attendees for the Event |  | | | | |
| Profile of Attendees |  | | | | |
| Attendance Fee Collected |  | Yes. $\_\_\_\_\_\_\_\_\_\_\_ | | | |
|  | No | | | |
| Expenses of Event Borne by |  | | | | |
| Expected Event Organising Cost (S$) |  | | | | |
| Competing Destinations  *(if applicable)* |  | | | | |