### 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)* |  |