



請以中文或英文 (正楷) 填寫 · 請於 **2016年6月30日** 前填妥表格並電郵至 sec@mfe.mo 大會秘書處

Please fill the form in Chinese or English (block letters) and return by email (sec@mfe.mo) to Secretariat by 30 June 2016

1. 公司 / 機構 Company / Organisation	中文 Chinese				
	英文 English				
2. 聯絡人 Contact Person	中文 Chinese	姓		名	
	英文 English	Family Name		Given Name	
職銜 Job Title	中文 Chinese				<input type="checkbox"/> 先生 Mr.
	英文 English				<input type="checkbox"/> 女士 Ms.
地址 Address					
郵編 Postal Code				國家 Country / 地區 Region	
電話 Tel	流動電話 Mobile			傳真 Fax	
電子郵箱 E-mail	網頁 Website				
3. 展位編號 (如適用) Booth Number (If applicable)					
4. 演講題目 Topic	中文 Chinese				
	英文 English				
5. 主講者 ¹ Speaker ¹	中文 Chinese	姓		名	
	英文 English	Family Name		Given Name	
職銜 Job Title	中文 Chinese				<input type="checkbox"/> 先生 Mr.
	英文 English				<input type="checkbox"/> 女士 Ms.
6. 演講語言 The presentation will be conducted in :	<input type="checkbox"/> 普通話 Mandarin <input type="checkbox"/> 廣東話 Cantonese <input type="checkbox"/> 葡語 Portuguese <input type="checkbox"/> 英語 English <input type="checkbox"/> 其他 Others (請註明 Please Specify _____)				
	* 除中、英文以外，如需翻譯人員，請聯絡大會服務供應商 ⁵ * For those presentations not conducted in Chinese or English, please feel free to contact the Service Provider of 2016MFE ⁵ for translators hiring.				
7. 演講內容中英文簡介 (字數各為 100-300 字) ² Speech Introduction in Chinese and English (in 100-300 words) ²					
_____ _____ _____ _____ _____					

請續後頁 Please refer to the overleaf





8. 預計舉行日期及時間³ Requested Date and Time³

(請於括號內以第1及第2順序表示閣下選擇之時段 Please indicate your first 2 priorities in the brackets of the following table)

30/7/2016	31/7/2016
上午 / A.M. (____)	上午 / A.M. (____)
下午 / P.M. (____)	下午 / P.M. (____)

需時⁴ Duration of Presentation⁴

9. 預計觀眾人數 Expected Number of Audience

備註 Remarks:

- 請提供主講者簡介資料以作宣傳之用。
Please attach with the speaker's profile for promotional purpose.
- 澳門貿易投資促進局保留對所有推介會內容及宣傳品進行評審的權利；大會對主講者所發表的言論及內容不負任何法律責任，並保留使用、發放及宣傳的權利。
IPIM reserves the rights to judge the suitability of the content and products promoted at the seminars and / or presentations. Under no circumstances will the Organiser accept any legal responsibility for the content neither of the presentations nor of the any views held and expressed by any speaker. IPIM also reserves the right to broadcast and promote the presentation sessions.
- 每節推介會為30分鐘，確實時段將於展前1個月再跟各參加者確認。由於涉及場地及時間的限制，如未能按所提出的舉行日期及次數作出妥善安排，敬希見諒。
Each seminar and presentation will last 30 minutes and the exact timeslots will be confirmed with the participants 1 month prior to the event. Due to limitations of venue capacities and time restrictions, we apologize for any inconvenience caused if we are not able to accommodate your requirements.
- 推介會不能超過指定之使用時間，有關使用時間已包括佈置及清理會場所需之時間。
Duration for each seminar and presentation will be finished within the indicated time of each venue. Please be reminded that the duration for each seminar and presentation includes the time for venue decoration and dismantlement.
- 大會免費提供的基本設備包括：活動背景板、場地、音響、主講者麥克風1支、無線咪2支、投映機、投映屏幕、手提電腦(微軟)接駁。活動舉辦單位需自備手提電腦。有關設備請與大會預約安排。如有需要其他額外收費服務，例如：橫額、宣傳推廣及公關服務、翻譯人員、即時傳譯系統、座檯名牌及茶點，可向下列澳門國際品牌連鎖加盟展2016大會秘書處查詢及協助提供。
Equipment and facilities, including backdrop, venue, audio-visual equipment, conference microphone for speaker (1 piece), wireless microphone (2 pieces), projector, presentation screen, laptop computer (Microsoft) connection cable are provided free of charge by the 2016MFE Organisers (not including laptop computer). Please make your reservation in advance. Please contact to the Secretariat of 2016MFE directly for ordering the value-added services such as, Banner, Marketing and PR services, Interpreter, Simultaneous Interpretation, Table Stand and Food & Beverage, it is applying entity's expenses.

澳門國際品牌連鎖加盟展 2016 秘書處 Secretariat of 2016MFE
電話 Tel.: +853 8294 6885
電郵 Email: sec@mfe.mo

推介會內容須以國際品牌連鎖加盟事務為目的；符合大會主題為優先。推介內容必須符合本澳法律；同意本局制定之場所使用條款及須知。
Presentation should advocate objectives related to Franchising; match with the theme of 2016MFE will hold priorities; content must conform to the laws and regulations of Macao SAR; applying entity should agree on terms and conditions applied.

本人明白上述專業推介洽談會之安排並不能得到保證。

I understand that there is no guarantee for the above arrangements.

公司印鑑及負責人簽署
Company Stamp & Authorized Signature

日期
Date

截止報名日期 Deadline of application: 30/6/2016

