

1. The Association of Singapore Marine Industries (ASMI) is organising a Singapore Pavilion at the 27th edition of Posidonia in partnership with the Singapore Maritime Foundation. **Posidonia 2020** will be held from **1 to 5 June 2020** at the **Metropolitan Expo 2**, in **Athens, Greece**.
2. This biennial exhibition is regarded as the global marketplace for ship builders, suppliers of ships' equipment and shipping-related services. A record 2,009 exhibitors from 92 countries including 22 national pavilions participated in Posidonia 2016. They occupied more than 40,000 sqm of exhibition space. Posidonia 2018 was attended by 23,527 visitors from 104 countries, making it the largest gathering in the international shipping calendar.
3. The 203-sqm Singapore Pavilion in Posidonia 2020 will be located in Hall 2 of the Metropolitan Expo Centre. The Location Plan for the Singapore Pavilion at Posidonia 2020 is enclosed at Annex A.
4. The participating costs for companies in the Singapore Pavilion are reflected in the attached 'Estimated Costings for Participation at Posidonia 2020' at Annex B. Funding support of up to 70% for eligible expenses (eg. space rental and stand construction costs) is available from Enterprise Singapore (ESG) through ASMI for participation in the Singapore Pavilion.
5. More information on participation in the Singapore Pavilion are contained in the 'General Information and Terms & Conditions for Exhibitors Participating under the Singapore Pavilion at Posidonia 2020' at Annex C.
6. If you are interested in participating in Posidonia 2020 under Singapore Pavilion, kindly complete the Application Form at Annex D and email it to kitkaye.lim@asmi.com for consideration. All participation in the Singapore Pavilion is subjected to ASMI's approval on eligibility.
7. For further clarification, please contact:
Ms Lim Kit Kaye
Association of Singapore Marine Industries
Tel: 6264 6436 Fax: 6264 6486
Email: kitkaye.lim@asmi.com
8. For more information on Posidonia 2020, please visit the official Posidonia website at www.posidonia-events.com. Thank you.

This activity is supported under International Marketing Activities Programme (iMAP), an initiative by Enterprise Singapore.

Enterprise Singapore is the Singapore government agency championing enterprise development. We also support the growth of Singapore as a hub for global trading and startups.

With our global network in over 35 locations spanning many developed and emerging markets, we connect businesses with relevant Singapore companies for their business expansion.

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POSIDONIA 2020

1 TO 5 JUNE 2020

METROPOLITAN EXPO 2, ATHENS, GREECE



ESTIMATED COSTINGS FOR PARTICIPATION IN SINGAPORE PAVILION AT POSIDONIA 2020

1. EVENT DETAILS

Date	:	1 to 5 June 2020
Venue	:	Metropolitan Expo Centre, Athens, Greece
Show Organiser	:	Posidonia Exhibitions SA

2. SINGAPORE PAVILION @ POSIDONIA 2020

2.1 Pavilion Organisers : Association of Singapore Marine Industries (ASMI)

2.2 Pavilion Partner : Singapore Maritime Foundation (SMF)

2.3 Supporting Organisation : Enterprise Singapore (ESG)

2.4 Pavilion Details:

Total Pavilion Size	:	203 sqm
Location	:	Hall 2, Block 2.401
Pavilion Type	:	One Island Block
Company Booth's Sizes	:	12, 18, 24 & 36 sqm

2.5 Pavilion Costs

a) Space Rental Rate	:	€ 450 psm (about S\$742.50 psm)
<i>Assume Exchange Rate of €1 = S\$1.65</i>		
b) Mandatory Exhibitor Insurance	:	€ 1 psm (about S\$1.65 psm)
c) Stand Construction Cost	:	S\$580.00 psm (budgeted)
d) Total Space Rental, Exhibitor Insurance and Stand Construction Costs	:	S\$1,324.15 psm

3. OTHER FEES & CHARGES

3.1 ASMI Administrative Fee

At S\$550 for ASMI Member company or S\$700 for Non-Member company.

3.2 Pavilion Directory Cost

Estimated S\$1,000 for printing of Pavilion Directory. This is a requirement by ESG for flagship trade shows and the printing cost will be partially funded by ESG, with the balance cost co-shared by all companies in the Pavilion.

3.3 Secretariat Costs

Companies are required to co-share Secretariat costs for economy airfare and hotel accommodation with ESG. ESG will fund up to 70% of the Secretariat costs for up to 2 pax. The balance costs will be co-shared by all the participating companies.

3.4 Auditor's Fee

Estimated S\$1,000 for engagement of External Auditor to audit accounts for submission of claims for grants to ESG. This is a funding requirement and the Audit Fee will be partially funded by ESG, with the balance cost co-shared by all the participating companies in the Pavilion.

3.5 Stand Refreshments

Purchase of snacks and beverages, etc, for exhibitors' and visitors' consumption in the Pavilion will be co-shared by all companies.

3.6 Other Administrative Expenses

Out-of-pocket expenses incurred on behalf of the group in the Singapore Pavilion (if any) will be cost shared by all participating companies in the Pavilion.

4 GOVERNMENT FUNDING

4.1 Subsidy - iMAP Grant

4.1.1 Funding is available from ESG's International Marketing Activities Programme (iMAP) for eligible companies participating in the Singapore Pavilion.

4.1.2 The grant is eligible for the following expenses:

- (a) Space Rental
- (b) Mandatory Exhibitor Insurance
- (c) Stand Construction
- (d) Pavilion Directory
- (e) Secretariat's Airfare & Accommodation
- (f) Auditor's Fee

4.1.3 The grant quantum will be up to 70% of eligible costs and for up to a maximum area of 36 sqm for each company.

4.1.4 The iMAP grant for Posidonia 2020 is available through ASMI only. ASMI will submit the grant claims on behalf of all companies.

4.1.5 The iMAP grant is given on a reimbursement basis.

4.1.6 Disbursement of grant will take five to six months after completion of the trade show and depending on the submission of claims.

4.2 Double Tax Deduction

4.2.1 Approved companies can deduct eligible expenses incurred twice against their taxable income.

4.2.2 To qualify for DTD, a company should meet the following requirements:

- (a) A resident company or permanent establishment in Singapore,
- (b) Is currently not enjoying any tax relief under the Economic Expansion Incentives (Relief from Income Tax) Act

4.2.3 DTD can be applied for qualifying expenses not covered by iMAP grant.

4.2.4 Qualifying or Eligible Expenses include:

- (a) Airfare and accommodation (up to two employees)
- (b) Publicity Costs (corporate brochures, advertising)
- (c) Freight
- (d) Insurance for exhibits, etc

4.2.3 DTD will be allowed to businesses without prior approval from ESG on qualifying activities and subject to a cap of S\$150,000 per year of assessment. Companies that need larger support amount (more than S\$150,000 a year) can seek prior approval from ESG.

4.2.4 For more information on DTD, please visit <https://www.enterprisesg.gov.sg/financial-assistance/tax-incentives/tax-incentives/double-tax-deduction-for-internationalisation>.

5 ESTIMATED COST OUTLAY TO COMPANIES (FOR SPACE RENTAL, EXHIBITOR INSURANCE AND STAND CONSTRUCTION COST ONLY)

Area (sqm)	Space Rental Cost (a)		Mandatory Exhibitor Insurance (b)		Stand Construction Cost (c)	Estimated Total Costs Before Grant (a)+(b)+(c)	Estimated iMAP Grant (Assume 60%)
	(€)	(S\$)	(€)	(S\$)	(S\$)	(S\$ psm)	(S\$)
1	450.00	742.50	1.00	1.65	580.00	1,324.15	794.49
12	5,400.00	8,910.00	12.00	19.80	6,960.00	15,889.80	9,533.88
18	8,100.00	13,365.00	18.00	29.70	10,440.00	23,834.70	14,300.82
24	10,800.00	17,820.00	24.00	39.60	13,920.00	31,779.60	19,067.76
36	16,200.00	26,730.00	36.00	59.40	20,880.00	47,669.40	28,601.64

Note:

1. Estimated exchange rate is based on €1 = S\$1.65. Exchange rate is subject to changes.
2. Final exchange rate used will be based on ASMI's actual payment to Show Organiser.
3. iMAP grant is capped at up to 70% for space rental, exhibitor insurance and stand construction costs.

SINGAPORE PAVILION AT POSIDONIA 2020
1 TO 5 JUNE 2020
METROPOLITAN EXPO CENTRE, ATHENS, GREECE

GENERAL INFORMATION AND TERMS & CONDITIONS FOR EXHIBITORS
PARTICIPATING IN THE SINGAPORE PAVILION AT POSIDONIA 2020

1. SINGAPORE PAVILION

- 1.1 The Singapore Pavilion at Posidonia 2020 will be set up in Hall 2 of the Metropolitan Expo 2 in Athens, Greece.
- 1.2 The Singapore Pavilion (Pavilion) will be managed by the Association of Singapore Marine Industries (ASMI). The Pavilion is co-organised in partnership with the Singapore Maritime Foundation (SMF).
- 1.3 Companies in the Pavilion are participating collectively under the national (Singapore) branding.

2. FUNDING SUPPORT

- 2.1 Funding support is available from the Enterprise Singapore (ESG) under its International Marketing Activities Programme (iMAP). It will cover up to 70% of eligible expenses such as space rental cost, mandatory exhibitor insurance fee, stand construction cost, pavilion directory cost, secretariat cost and auditor's fee.
- 2.2 Companies wishing to exhibit under the Pavilion must meet the eligibility criteria of ESG's iMAP as well as ASMI's evaluation criteria.
- 2.3 The grant will be subject to a cap of 36 sqm for each eligible company.
- 2.4 The grant is given on a reimbursement basis.
- 2.5 All claims for grant is subject to proof of full payment made for the claimed expenses.
- 2.6 ASMI will submit the claim for grant to ESG on behalf of all companies in the Pavilion, and on condition that all outstanding invoices to ASMI, its contractors and the Show Organiser (if applicable), are fully settled.
- 2.7 An ESG-approved External Auditor will be engaged by ASMI to audit the claims for grant. The cost of engaging this Auditor will be cost-shared by companies in the Pavilion.
- 2.8 The grant will be disbursed to companies between five to six months after completion of the trade show, and depending on the submission of claims.

3. ELIGIBILITY AND APPLICATION

- 3.1 Interested company must submit the completed *Application Form for Participation as Exhibitor In Singapore Pavilion at Posidonia 2020* to ASMI for eligibility check and approval.
- 3.2 Companies which failed to meet ESG's eligibility criteria and/or ASMI's evaluation criteria will not be allocated a space in the Pavilion.

- 3.3 Once application is approved by ASMI, the company will be liable for all costs (eg, space rental, exhibitor insurance, stand construction, telegraphic transfer charges, etc) incurred on its behalf, if it subsequently decides to withdraw its participation in the exhibition.
- 3.4 Confirmation of reserved space in the Singapore Pavilion is subject to full payment of space rental cost.

4. PAVILION SPACE RENTAL AND STAND CONSTRUCTION

- 4.1 ASMI will sign the Space Rental Contract and make payment directly to the Show Organiser, on behalf of all the participating companies in the Pavilion.
- 4.2 ASMI will also sign the Stand Construction Contract and make payment directly to the appointed contractor, on behalf of all companies in the Pavilion.
- 4.3 ASMI will bill participating companies in the Pavilion for reimbursement of their share of space rental cost and basic stand construction cost and any other costs incurred on their behalf.
- 4.4 Companies are required to reimburse and make payments to ASMI by the stipulated deadlines as stated in its letter(s) and/or invoices.

5. PAVILION DESIGN

- 5.1 All Singapore Pavilions in trade shows funded under iMAP are required to follow the national pavilion branding design guidelines and funding conditions as stipulated by ESG.
- 5.2 The Singapore Pavilion will be constructed in accordance to the standard guidelines imposed by ESG for the whole pavilion including your company's booth.
- 5.3 The Singapore Pavilion will carry the standard national branding features in the overhead structures, hanging banners, pylons and fascia boards and information counters as approved by ESG.
- 5.4 The corporate name to be displayed on the fascia board should be the same as that stated in the application form for participation as Exhibitor in the Singapore Pavilion.
- 5.5 The Singapore flag will be displayed on the fascia of every company alongside its corporate name.
- 5.6 ASMI will invite one or up to three contractors to propose the pavilion design and quote for the construction of the Pavilion.
- 5.7 The Pavilion Design and Stand Construction contractor will be appointed by ASMI based on majority votes of participating companies, if two or more contractors were invited to quote for the project.
- 5.8 Participating company will vote for its preferred pavilion design and contractor, if applicable. A company will lose its voting rights if its representative is not present at the meeting in which the voting is conducted. Proxy vote is acceptable if ASMI is notified prior to the meeting.
- 5.9 The Pavilion design is subject to the approval of ESG.
- 5.10 As part of the iMAP grant condition, the 'Singapore' branding features must be maintained in the entire Pavilion, including in the individual company's stand. Companies in the Pavilion are assumed to have agreed to abide by the 'Singapore' branding requirements as they have been informed of the requirements before they apply to be in the Pavilion.
- 5.11 Companies in the Pavilion are required to adhere to the standard design of the Pavilion for consistency and image branding as a national group. Minor enhancements to individual company's stand are allowed subject to approval from ASMI and ESG.

- 5.12 Any company wishing to enhance its own stand must use only the appointed contractor. The company is required to submit a copy of its stand enhancement proposal to ASMI for approval. Failure to do so may affect the company's claim for grant if the company's stand enhancement design is deemed to have compromised the overall design and national identity of the Pavilion.
- 5.13 Additional cost incurred for company's own booth enhancement will not be funded.

6 COMMON AND OTHER EXPENSES

- 6.1 All companies in the Pavilion are required to share in the cost of engaging an ESG-approved External Auditor to audit the accounts for submission of claims for grants to ESG. The engagement of this Auditor is a condition under the iMAP grant.
- 6.2 A Pavilion Directory will be printed to feature all companies in the Pavilion as per ESG's guidelines. The cost of printing this Pavilion Directory will be co-shared by all companies in the Pavilion and ESG.
- 6.3 Companies in the Singapore Pavilion are required to co-share Secretariat costs such as economy airfare and accommodation with ESG. ESG will fund Secretariat costs at up to 70% and for up to two staff. The balance will be co-shared by companies in the Pavilion.
- 6.4 All companies in the Pavilion are required to pay an Administrative Fee to ASMI for services rendered.
- 6.5 Any refreshments arranged by ASMI for participating companies and visitors calling at the Pavilion will be co-shared by all companies in the Pavilion.
- 6.6 Any out-of-pocket expenses incurred by ASMI on behalf of the group in the Pavilion will be co-shared by all companies in the Pavilion.
- 6.7 All payments due to ASMI must be settled by the stipulated deadlines as stated in ASMI's invoices.
- 6.8 ASMI reserves the right to revoke its approval on the company's space booking or impose penalty charges if payment due to ASMI is not settled by the specified deadline.
- 6.9 ASMI reserves the rights not to proceed with the submission of any company's claim for grant if there are outstanding payments yet to be settled by the company or if they have breached the terms and conditions of participation in the Singapore Pavilion.

TO: ASSOCIATION OF SINGAPORE MARINE INDUSTRIES

EMAIL: kitkaye.lim@asmi.com

**PARTICIPATION AS EXHIBITOR IN SINGAPORE PAVILION AT
POSIDONIA 2020
1 TO 5 JUNE 2020, METROPOLITAN EXPO CENTRE, ATHENS, GREECE**

APPLICATION FORM

PART A: COMPANY'S PARTICULARS				
Company Name				
Address				
Website				
Tel		Principal Business Activities		
Fax				
UEN (Please attach ACRA Form)		Year of Establishment		
Paid-up Capital		Shareholding: <input type="checkbox"/> 100% Local <input type="checkbox"/> 100% Foreign <input type="checkbox"/> Mixed Shareholding <input type="checkbox"/> Joint Venture	For Mixed Shareholding/Joint Venture company only: _____% Local Equity _____% Foreign Equity* *Country: _____	
Annual Sales Turnover (S\$)				
PART B: COMPANY'S ELIGIBILITY FOR iMAP GRANT (Please tick where applicable)			Yes	No
1. Our Company is incorporated/registered in Singapore.				
2. Our Company is based in Singapore with full-time office and direct employees.				
3. The following core business functions/activities are currently operated from Singapore:				
3.1) Market development and planning				
3.2) Logistics and shipping management				
3.3) Research and development and design functions				
3.4) Manufacturing and other value-added activity				
3.5) Business and investment planning				
3.6) Banking, financial and treasury functions				
4. Our company has only one other related company participating in the same event.				
5. Our company does not have any related company applying for funding support in the same event.				
PART C: PARTICIPATION AND FUNDING TERMS (Please tick where applicable)			Yes	No
1. We are aware that the Singapore Pavilion in this trade show is organised by ASMI and supported with a grant under the International Marketing Activities Programme (iMAP) from Enterprise Singapore.				
2. We agree to co-share the common costs incurred in the organising of the Singapore Pavilion.				
3. We accept and agree to abide by the terms and conditions for participation in the Singapore Pavilion.				
4. We understand that the iMAP grant:				
4.1) is not a direct subsidy for all expenses incurred by our company for this event.				
4.2) is intended to offset the approved expenses paid by our company and ASMI to third party suppliers in this event.				
4.3) supports <u>up to</u> 70% of the eligible expenses incurred for the Singapore Pavilion.				
4.4) operates on a reimbursement basis and we are required to pay ASMI in full for all sums owing to her as per invoices and deadlines.				

PART C: PARTICIPATION AND FUNDING TERMS (Please tick where applicable) (CONTINUED)	Yes	No
5. We understand and accept that:		
5.1) ASMI will seek reimbursement from us for eligible expenses and common costs incurred on our behalf for organising of our booth and the Singapore Pavilion.		
5.2) ASMI is the party submitting the claim for iMAP grant to Enterprise Singapore on our behalf and that Enterprise Singapore will not be responsible to us in the event that ASMI defaults in making payment to our company.		
5.3) Once booking is made on our company's behalf by ASMI, we will be liable for cost(s) incurred by ASMI for the said reservation.		
6. Enterprise Singapore will not be responsible to our company in the event that ASMI defaults in disbursing the grant to us.		
7. Both Enterprise Singapore and ASMI will not be responsible to our company for any injuries sustained by our employees, principals, agents or visitors, and/or damages to property and equipment or loss sustained during our participation in this event.		

PART D: APPLICATION SUBMITTED BY AUTHORISED PERSONNEL

- I, the undersigned is the Authorised Personnel for my company in this application.
- I understand that once this application is approved and the space is booked and reserved for us by ASMI, our company will be liable for all costs incurred on our behalf, if we subsequently decide to withdraw our participation in this exhibition.

Name			
Designation	Company Stamp / Signature & Date:		
Email			
Tel			
Fax			
Space required (sqm)			

PART E: CONTACT PERSON (Personnel Coordinating the Event)

Name			
Designation			
Email	Tel		Fax

FOR OFFICIAL USE (to be completed by ASMI):

ASMI Membership Status	<input type="checkbox"/> Ordinary Member <input type="checkbox"/> Non Member <input type="checkbox"/> Associate Member	Signature and Date:	
Approval Status	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		
Space Allocation	Area (sqm)		
	Booth Location (if applicable)		