**Implementation Directions of the Group Tourism Portion of the Tourism Bureau’s (MOTC) Accelerated and Expanded Inbound Tourism Promotion Program**

1. The Tourism Bureau (the Bureau) of the Ministry of Transportation and Communications (MOTC), under the "Special Budget of the Central Government for Strengthening Post-Pandemic Economic and Social Resilience and the Sharing of Economic Achievements with the People,” has formulated these guidelines to encourage the tourism industry in Taiwan to collaborate with overseas group travel agencies. Goals include returning as soon as possible to pre-COVID levels for tourist arrivals in Taiwan and achieving the annual target for international tourist arrivals.
2. Any consolidated tourism entity or Class-A tourism entity registered in Taiwan (hereinafter referred to as “applicant entity”) that collaborates with group travel entities legally established in other countries to promote tourist groups of non-national tourists to travel to Taiwan whose itinerary lasts for at least three days and two nights may apply for subsidies per these guidelines.
3. Applicants who meet the requirements in the preceding paragraph, and whose itinerary starts and ends entirely between the date this guideline takes effect and December 31, 2023, may apply for a subsidy by submitting the following items no less than 10 working days prior to the departure date of the tourist group: 1) a subsidy application form (see Attachment #1), 2) the engagement documents signed by the group travel agency abroad, 3) information on the number of people in the group and 4) a copy of the planned itinerary. However, the Bureau may, depending on budget expenditures, announce in advance the suspension of subsidy applications.
4. An applicant entity may apply for only one subsidy for each tourist group, and may only apply for a maximum of 50 groups per month. An application may not be re-submitted for other subsidy programs of the Bureau. Subsidy levels will be based on the number of people in the tourist group and the length of stay in Taiwan as follows.
5. For four to seven people: NT$5,000. For a visit of at least seven days and six nights, this is increased to NT$10,000.
6. Eight to fourteen people: NT$10,000. For a visit of at least seven days and six nights, this is increased to NT$20,000.
7. Fifteen to forty-nine people: NT$20,000. For a visit of at least seven days and six nights, this is increased to NT$30,000.
8. Fifty people of more: NT$40,000. For a visit of at least seven days and six nights, this is increased to NT$50,000.

5. An applicant entity whose subsidy application has been approved by the Bureau

shall, within one month after the tourist group’s departure from Taiwan, submit

a disbursement application to the Bureau with the following documents:

(1) A completed disbursement application form (see Attachment #2).

(2) Proof of an itinerary consistent with the provisions of Paragraph 2, including

details on lodging, flights and insurance.

(3) List of foreign passengers: This must include the full name, nationality, and

passport number (or visa number) used when entering Taiwan, or other similar

documents with information sufficient to prove a passenger’s identity. If local

laws preclude the submission of such proof, this requirement may be waived in

lieu of evidence that such documents may not legally be provided.

(4) An affidavit from the corresponding entity in the Taiwan tourism industry (see

Attachment #3).

(5) Receipts from the Taiwan-based tourism entity and the overseas-based (foreign)

group travel agency that arranged the group tour in question (see Attachment

#4).

6. If an application for disbursement has been reviewed and approved by the Bureau,

the amount of the subsidy will be remitted to the respective accounts provided in

the application in accordance with the following ratios and method:

(1) The Taiwan-based tourism entity: 40%, to be remitted in NT dollars.

(2) The foreign group travel agency: 60%; to be remitted in US dollars after

converting from NT dollars at the spot selling exchange rate of the Bank of

Taiwan on the day the Bureau disburses the funds.

7. The Bureau shall reject an application submitted by the applicant entity if the

application does not satisfy the requirements called for in the provisions of these

guidelines. If the deficiencies can be corrected, the applicant entity may make

corrections within the stipulated deadline. Applications submitted after stipulated

time limits shall be rejected.

8. If any one of the following conditions exist regarding the applicant or the

application, the Bureau may reject the application and additionally pursue legal

action against the applicant entity per applicable laws and regulations. In such

cases, the Bureau may cancel or revoke disbursed applications and, depending on

the severity of the case, request in writing a full or partial return of disbursements

already made. The conditions are as follows:

1. Fraud, bribery, coercion or other improper means were used in an effort to

obtain incentives.

1. An application or related materials submitted by an applicant entity contained

false information, or the applicant entity concealed relevant information when making an application.

1. An applicant entity applied for incentives for a travel case that had already

received a similar type of incentive or subsidy from another source or sources.

1. An applicant entity or related person evaded, obstructed or refused to permit an

investigation by the Bureau and its personnel.

If the conditions in subparagraphs (1) and/or (2) above apply, the Bureau and its

affiliated agencies may stop providing incentives/subsidies to the applicant

entity for up to three years.

9. The Bureau may hire relevant agencies, legal persons, or public associations to

help process fund applications, conduct reviews, and manage reconciliation

operations.

Attachment 1

**Subsidy Application Form**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Subsidy application case number:  (to be provided by the Tourism Bureau) | | | Application date: / / | |
| Basic information | Applicant entity | Name of the Taiwan tourism industry entity: | | □ Integrated　　　□ Type A  Number: |
| Name of the collaborating overseas travel agency: | | Country: |
| Tourist group coming to Taiwan | Dates of arrival and departure from Taiwan: | | |
| Duration of trip: □ 3-6 days and 2-5 nights  □ 7 days and 6 nights or more | | |
| Number of travelers: □ 4-7 □ 8-14 □ 15-49 □ 50 or more | | |
| Subsidy amount applied for | NT$: | | |
| Application documentation | □ collaboration contract with the group travel agency in the foreign country  □ document indicating the number of people in the group  □ planned itinerary □ others: | | |
| **The applicant entity confirms that its representative(s) has carefully read and agrees to**  **the following items:**   1. The information provided in this application form and related documents is true and factual. The applicant entity bears all legal responsibilities for any and all falsehoods and submits to the procedures as set forth in the “Implementation Directions of the Group Tourism Portion of the Tourism Bureau’s (MOTC) Accelerated and Expanded Inbound Tourism Promotion Program” 2. This application case has not also been submitted to and repeated in other subsidy programs of the Tourism Bureau of the MOTC. 3. The applicant entity is obligated to provide all documents that the Tourism Bureau of the MOTC needs to review and approve this application. The applicant entity is aware that the Tourism Bureau of the MOTC may reject or approve this subsidy application. 4. Once this subsidy case has been reviewed and approved by the Tourism Bureau of the MOTC, the applicant entity shall submit a disbursement application as required. Failure to do so by the due date will be considered as the applicant entity having forfeited approval of this subsidy case.   **Signature and seal of the applicant entity:** | | | | |
| The Tourism Bureau of the MOTC review results:  □ Application approved  □ Application rejected for the reasons below:  □ Registered on the CGSS system (Civilian Group Subsidy System)  Signature and seal of the business unit at the Tourism Bureau of the MOTC:  Date: | | | | |

Attachment 2

**Disbursement Application Form**

|  |  |  |  |
| --- | --- | --- | --- |
| Subsidy application case number:  (to be provided by the Tourism Bureau) | | Application date: / / | |
| Applicant entity | The entity in Taiwan’s tourism industry: | | □ Integrated　　□ Type A  Number: |
| The collaborating travel agency abroad: | | Country: |

**(The applicant entity is requested to fill out the following and check as appropriate.**

**Also please provide relevant documents.)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Subsidy application case number: | | |  | Application for disbursement date: / / |
| Application for disbursement information | Name of tourist group that came to Taiwan | Dates of arrival in and departure from Taiwan: | | |
| number of days: □ 3-6 days □ 7 days and 6 nights or more | | |
| number of travelers: □ 4-7 □ 8-14 □ 15-49 □ 50 or more | | |
| Application for disbursement amount | Total amount: NT$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The entity in Taiwan’s tourism industry: NT$ \_\_\_\_\_\_\_\_\_  The collaborating travel agency abroad: NT$ \_\_\_\_\_\_\_\_\_ | | |
| Documents submitted with  the application  for disbursement | Proof of group orders  □ document signed by the collaborating travel agency abroad  □ proof of lodging □ proof of boarding airplane □ proof of insurance | | |
| □ the actual itinerary | | |
| □ List of foreign passengers, including the full name, nationality, passport number (or visa number) used for entering Taiwan, or such documents with basic information sufficient to prove the passenger’s identity. If local laws preclude the submission of such evidence, this requirement may be waived if it can be shown that providing the information would be illegal. | | |
| □ affidavit from the entity in Taiwan’s tourism industry | | |
| □ invoice (original, the amount of which should be the same as that on the disbursement application)  □ invoice from the Taiwan tourism industry entity  □ invoice from the collaborating travel agency abroad  □ Information for the accounts that are to receive the disbursement:  The Taiwan tourism industry entity (NT$ account):  The collaborating travel agency abroad (US$ account):  ※ If the name on the foreign currency account is not the same name as the collaborating travel agency abroad, please attach a written explanation. | | |
| **The applicant entity confirms that they have carefully read and agree to the following items:**   1. The fields of the application form have been filled out truthfully and completely, and the attached information is also complete and clearly legible. 2. The application must be submitted within one month of the day after the tourist group leaves Taiwan. This application has not been submitted to apply for other incentives (subsidies) provided by the Tourism Bureau of the MOTC. 3. The applicant entity is obliged to provide all relevant documents that the Tourism Bureau of the MOTC needs in order to review the application, and the applicant entity is aware that the Tourism Bureau of the MOTC may reject or conditionally approve this subsidy application. 4. If the actual number of people in the group who came to Taiwan or the number of days stayed in Taiwan does not agree with what was supplied in the original subsidy application form or this disbursement application form, the Tourism Bureau of the MOTC will use the actual number of people in the group and number of travel days to calculate the proper amounts according to the “Implementation Guidelines for Accelerating and Expanding the Program to Promote International Tourism Via Incentives to Overseas Tour Groups, Issued by the Tourism Bureau, MOTC.”   **Signature and seal of the applicant entity:** | | | | |

|  |
| --- |
| The Tourism Bureau of the MOTC review results  □ Approve the disbursement. The total amount of the subsidy is NT$ \_\_\_\_\_\_\_  Split according to the regulations as follows.  The Taiwan tourism entity: NT$ \_\_\_\_\_\_\_\_\_\_\_\_\_  The collaborating travel agency abroad: NT$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  □ Need additional documents or explanation, which the applicant entity should submit by the stipulated  deadline.  □ reject this application for reasons below:  □ registered on the CGSS system (Civilian Group Subsidy System)  Signature and seal of the business unit at the Tourism Bureau of the MOTC:  Date: |

Attachment 3

**Affidavit from the applicable Taiwan tourism industry entity**

　　We, \_\_\_\_\_\_\_\_ Travel Agency, confirm that we have followed the rules and regulations of the “Implementation Directions of the Group Tourism Portion of the Tourism Bureau’s (MOTC) Accelerated and Expanded Inbound Tourism Promotion Program” and have completed the application form and attached relevant documents. We take full legal responsibility in the event of falsification and will follow the handling of this case in accordance with the preceding guidelines.

Travel agency name:

Signature and seal of the person in charge of the company:

Travel agency seal:

Date:　　Year　　Month　　Day

Attachment 4

**Invoice from a Taiwan tourism industry entity**

Received NT$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a subsidy under the “Implementation Directions of the Group Tourism Portion of the Tourism Bureau’s (MOTC) Accelerated and Expanded Inbound Tourism Promotion Program” as promulgated by the Tourism Bureau of the MOTC.” as promulgated by the Tourism Bureau of the MOTC.

Applicant entity:

Person in charge of the company:

Accountant:

Case worker:

Unified number:

Address:

Bank to receive the remittance: ○○ Bank ○○ Branch (attach below a photocopy of the passbook of the account to receive the remittance)

Account number: ○○○

Account name: ○○○○○○

Date: ○○○Year　○○Month　○○Day

**Invoice from the collaborating travel agency abroad**

　　Received NT$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, as a subsidy under the “Implementation Directions of the Group Tourism Portion of the Tourism Bureau’s (MOTC) Accelerated and Expanded Inbound Tourism Promotion Program” as promulgated by the Tourism Bureau of the MOTC. (The amount is to be converted into US dollars using the spot exchange rate at the Bank of Taiwan on the day of disbursement by the Tourism Bureau of the MOTC.)

Applicant entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person in charge of the company:

Accountant:

Case worker:

Legal person registration number: ○○○

Address:

Bank to receive the remittance: ○○Bank ○○ Branch (attach below a photocopy of the passbook or other information for the account to receive the remittance)

Account number: ○○○

Account name: ○○○○○○

Date: ○○○Year　○○Month　○○Day