

Supporting for International Conventions

Event Support for Key Industries Conventions

1. Supporting for Key Industries Conventions

Criteria:

- Knowledge-based conventions that create a positive economic, social, and environmental impact
- Convention organized by juristic person, e.g. associations, universities, government organizations, private organizations, institutes, foundations, etc.
- Minimum 1 full-day convention being held in physical or hybrid format
- Minimum 50 international delegates (onsite)
- Must submit application form to TCEB via <https://rfs.businesseventsthailand.com/criteria/conventions.aspx> no less than 30 working days prior to the event
- Utilize physical venue in Thailand or utilize Thai service providers (registered in Thailand)

Financial Support for Key Industries Conventions

No. of international delegates (onsite)	Financial Support	Additional Financial Support
		Support events for BCG (Bio-Circular-Green) Economy
50 pax or more	1) Up to 300 Baht per international delegate (onsite) 2) MICE Lane Service	Financial support of up to 50,000 Baht when the event meets at least one of the following requirements 1. International convention under any of the following industries: 1) Food and Agriculture 2) Energy and Biochemicals 3) Medical and wellness 4) Tourism 2. International convention organized outside Bangkok & Vicinity (Nonthaburi, Pathumthani, Samut Prakan and Samut Sakhon) 3. Organized Pre/Post tour in one of the alternative tourist cities (57 provinces in Thailand as in attachment) 4. Implement at least 7/25 of sustainable event guideline (as attachment)

2. Supporting for New Conventions

Criteria:

- Knowledge-based conventions that create a positive economic, social, and environmental impact
- Must be new convention that is organized for the first time in Thailand
- Convention organized by juristic person, e.g. associations, universities, government organizations, private organizations, institutes, foundations, etc.
- Minimum 1 full-day convention being held in physical or hybrid format
- Minimum 50 international delegates (onsite)
- Must submit application form to TCEB via <https://rfs.businesseventsthailand.com/criteria/conventions.aspx> no less than 15 working days prior to the event
- Utilize physical venue in Thailand or utilize Thai service providers (registered in Thailand)

Supporting for New Conventions that meet the criteria

No. of international delegates (onsite)	Financial Support	Additional Financial Support
		Support events for BCG (Bio-Circular-Green) Economy
50 pax or more	30,000 Baht For Marketing Activities	Financial support of up to 50,000 Baht when the event meets at least one of the following requirements <ol style="list-style-type: none"> 1. International convention under any of the following industries: <ol style="list-style-type: none"> 1) Food and Agriculture 2) Energy and Biochemicals 3) Medical and wellness 4) Tourism 2. International convention organized outside Bangkok & Vicinity (Nonthaburi, Pathumthani, Samut Prakan and Samut Sakhon) 3. Organized Pre/Post tour in one of the alternative tourist cities (57 provinces in Thailand as in attachment) 4. Implement at least 7/25 of sustainable event guideline (as attachment)



Thailand Convention and Exhibition Bureau (TCEB)
สำนักงานส่งเสริมการจัดประชุมและนิทรรศการ (องค์การมหาชน)

Document for Support Application

- TCEB Application Letter
- A copy of company registration and tax identification card or certificate of tax registration
- Details of the event
- Event Program
- Carbon Footprint Reduction and/or BCG (Bio-Circular-Green) Economy Implementation plan (if any)

Document for Disbursement

- Request for disbursement letter
- Post-event report
- Event photos
- List of all delegates including local and international delegates (with the name and country of origin)
- Evidence of TCEB logo display as an event supporter at the event and/or in other event promotional /marketing items
- Report and evidence of calculation form for carbon footprint reduction
- Report and evidence of event implementation in Sustainable Event Guideline

Terms and Conditions of Support

- Event support is subject to TCEB's approval and the decision made by TCEB shall be deemed final.
- Disbursement of financial support shall be made within 60 days after the event by submitting a duly completed document as per requirements stated in a support confirmation letter.
- The applicant for support is subject to tax obligations under Thai laws.
- TCEB reserves the right to approve or revoke support at our discretion. Terms and conditions can be changed without prior notice.

Attachment

Alternative tourist city (57 provinces in Thailand)



Alternative tourist city 57 provinces

North: 16 provinces

- 1) Chiang Rai, 2) Phitsanulok, 3) Tak, 4) Phetchabun, 5) Nakhon Sawan, 6) Sukhothai, 7) Lamphun, 8) Uttaradit, 9) Lampang, 10) Mae Hong Son, 11) Phichit, 12) Phrae, 13) Nan, 14) Kamphaeng Phet, 15) Uthai Thani, and 16) Phayao

Northeast: 18 provinces

- 1) Udon Thani, 2) Ubon Ratchathani, 3) Nong Khai, 4) Loei, 5) Mukdahan, 6) Buriram, 7) Chaiyaphum, 8) Srisaket, 9) Surin, 10) Sakhon Nakhon, 11) Nakhon Phanom, 12) Roi Et, 13) Maha Sarakham, 14) Bungkan, 15) Kalasin, 16) Yasothon, 17) Nongbualamphu, and 18) Amnat Charoen

Central, East, West: 14 provinces

- 1) Ayutthaya 2) Nakhon Pathom 3) Lop Buri, 4) Suphan Buri, 5) Nakhon Nayok, 6) Sa Kaeo, 7) Trat, 8) Chanthaburi, 9) Ratchaburi, 10) Samut Songkhram, 11) Prachin Buri, 12) Chainat, 13) Ang Thong, and 14) Sing Buri

South 9 provinces

- 1) Nakhon Si Thammarat, 2) Phatthalung, 3) Trang, 4) Satun, 5) Chumphon, 6) Ranong, 7) Narathiwat, 8) Yala and 9) Pattani

Attachment Sustainable event guideline

Topics for implementation		Example document for disbursement	
Communications and public relations prior to the events	1.	Publicise the events via digital media and online platforms, such as website and online pre-registration system	- Announcement on conference's website
	2.	Open for online registration in advance	- Announcement on conference's website
	3.	Promote sustainable events to allow delegates and partners to prepare and participate	- Announcement on conference's website
Event venues	4.	Choose venues that are certified for sustainable development standards for Environmental and Energy management or related standards such as ISO20121, ISO14001, ISO50001, Thailand MICE Venue Standard (TMVS), ASEAN MICE Venue Standard (AMVS) or have a written Sustainable Policy vs in comparison to the below. <ul style="list-style-type: none"> • MICE Sustainability Suppliers List • TMVS 	
	5.	Choose venues within walking distance and easy reach to public transportations such as BTS, MRT, Airport Link	
Venue decorations and equipment	6.	Management and control of room temperature inside the event space to not go lower than 25 degrees celsius	- 2-3 photos
	7.	Reduce the use of once-off decorative equipment to the extent necessary	- 2-3 photos
	8.	Do not use fresh flowers and foam materials	- 2-3 photos
	9.	Choose materials that can be re-used / re-purposed	- 2-3 photos
Food and beverages	10.	Serve drinking water in the water flask and / or jug or large glass bottles. Or provide a reusable tumbler to delegates to refill drinking water instead of using single-use plastic water bottles	- 2-3 photos
	11.	Provide refill sugar, cream, milk in jar or bottle instead of serving in sachet	- 2-3 photos
	12.	Do not use plastic straws. If necessary, use straws made from environmentally friendly materials or bio-degradable material	- 2-3 photos
	13.	Prepare sufficient amount of food for the attendees, do not waste	- 2-3 photos
	14.	Serve local sustainable, organic foods and beverages, instead of frozen foods. Food items should reflect the local seasonal produce	- 2-3 photos
	15.	Donate leftover food to non-profit organizations	- 2-3 photos - Please specify the name of non-profit organizations - Certificate from venue

Sustainable event guideline (Cont.)

Topics for implementation		Example document for disbursement	
Registration System	16.	Use of electronic registration system which attendees can register online, submit forms and images via email or through web services and use paperless registration systems on the day	- 2-3 photos about using electronic registration system
	17.	Do not print documents. If necessary, use only recycled paper and natural ink, such as using QR Code, soy ink or vegetable ink	- 2-3 photos about using electronic registration system
	18.	Use a Delegate Badge that can be reused and pre-arrange space for delegates to return cards and other documents to be used again	- 2-3 photos that show the area for return cards
Other arrangements which concern the environment, society and economy	19.	Choose to use souvenirs produced by the community or made from environment friendly materials	- 5-6 photos that show the conference's logo on souvenirs
	20.	Sort the waste generated from the event by paper, plastic, metal, wet waste	- 5-6 photos about sort the waste generated from the event
	21.	Promote local attractions and facilities to attendees which will benefit the local economy and provide knowledge to attendees	- 2-3 photos about arrangement the activities (part of conference) - News or report
	22.	Encourage delegates to travel together by bus / van or public transportation systems in order to reduce energy consumption and carbon footprint	- 2-3 photos delegates travel together by bus
	23.	Provide opportunities for communities to participate in organising events such as community employment and provide a public relations area for community products / NGOs Opportunities for volunteers in the education sector, etc.	- 2-3 photos about arrangement the activities (part of conference)
Communications and Public Relations post the events	24.	Make a summary of the practices of sustainable work that have been performed in the working area	- Event sustainable report
	25.	Promote best practices, successes and benefits from organising sustainable events to associates, related persons and public	- News, announcement on conference's website or report