

Chamber of Commerce Luxembourg – International Affairs

RETURN BEFORE 18 March 2016

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Official Mission to Finland May 9-12, 2016 Registration form

Participant / Company profile

Company:			
First Name:		Last Name:	
Job title:			
Languages spoken:			
Address:			
E-mail:			
Tel.:		Cell phone:	
Assistant's Name:			
Assistant's email:			
Company Website:			

Please describe your **main business activity** in 1 line:

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Program

Please indicate in which part(s) of the program you will participate:

- ☐ Start-up Community Day at Suomenlinna - 10th of May 2016
Are you ...O a company?
 ...O a public institution?
 ...O an investor?
- ☐ General seminar about Luxembourg and Finland in Helsinki - 11th of May 2016
- ☐ Visits of Espoo Innovation Garden – 12th of May 2016

Hotel booking

The Chamber of Commerce suggests you to book a room at **Hotel Scandic Park Helsinki** where a special rate has been negotiated. **Each participant will be personally responsible for his/her hotel reservation though.** Every booking will have to be guaranteed by a credit card number. **Information about Hotel Scandic Park Helsinki will be sent to you at a later stage** (+-180 € breakfast included).

<input type="radio"/>	I will book the recommended hotel and want to receive further information from the CC.
<input type="radio"/>	I will book another hotel than the one suggested by the Chamber of Commerce.

Transport

The Chamber of Commerce recommends you to book the following flights (with KLM):

Luxembourg-Amsterdam-Helsinki:

KL1740N 09MAY 1 LUXAMS*SS1 1030 1135

KL1169N 09MAY 1 AMSHEL*SS1 1350 1720

Helsinki-Amsterdam-Luxembourg

KL1170V 12MAY 4 HELAMS*SS1 1805 1940

KL1749V 12MAY 4 AMSLUX*SS1 2125 2225

Bus transfers are organised according to the proposed flights. Participants travelling on other flights will arrange their own transfers from and to the airport.

Each participant is personally responsible for his flight reservations.

<input type="radio"/>	I will book the recommended flights.
<input type="radio"/>	I will book other flights than the ones suggested by the Chamber of Commerce.

Delegation Brochure

The Chamber of Commerce will publish a brochure presenting all participants' company profiles. The brochure will be published in **English**. Therefore, please provide us with the following information before **18 March 2016**:

Company description (max. +- 350 words)
Company's logo (in high resolution)
Name, Job title (in English), company representatives' photos (in high resolution)
Contact details (email/phone)
Website

Sector of activity (please select)

<input type="radio"/> Automotive and e-mobility	<input type="radio"/> Services to companies
<input type="radio"/> Banking / Finance	<input type="radio"/> ICT & e-commerce
<input type="radio"/> Eco-construction & sustainable development	<input type="radio"/> Transport & logistics
<input type="radio"/> Eco-technologies, environment and renewable energies	<input type="radio"/> Materials & production technologies
<input type="radio"/> Marketing & Communication	<input type="radio"/> Tourism
<input type="radio"/> Machinery & metallurgy	<input type="radio"/> Space technologies
<input type="radio"/> Lifescience & biotechnologies	<input type="radio"/> Other. Please specify:

Type of your company

<input type="radio"/> Innovative start up	<input type="radio"/> Professional Chamber, Association, ...
<input type="radio"/> SME	<input type="radio"/> University, School of higher education
<input type="radio"/> Big company (>250 employees)	<input type="radio"/> Other business support association
<input type="radio"/> Bank	<input type="radio"/> Other. Please specify:
<input type="radio"/> Research institute	
<input type="radio"/> Public institution	

General purpose of my participation:

<input type="radio"/> Exploratory informative mission
<input type="radio"/> Export of my products

<input type="radio"/>	Import of new products
<input type="radio"/>	Look for new partners
<input type="radio"/>	Look for investment opportunities
<input type="radio"/>	(Partial) transfer of my production or of my services
<input type="radio"/>	Look for end customers
<input type="radio"/>	Other. Please specify:

Business contacts (matchmaking):

In Finland, pre-arranged individual business to business meetings can be organised for free according to your specific requests. Companies interested have to complete carefully a business cooperation profile.

Our partners on site will try to satisfy your wishes in the best way they can to propose tailor-made meetings. Finnish companies will be contacted in order to set up meetings in advance and make programs for each Luxembourg company. Any company requesting pre-arranged individual business to business meetings will receive a final timetable on the spot.

For further information, please contact finlande@cc.lu – Tel: +352 42 39 39 481/374.

<input type="radio"/>	Herewith, I confirm that I would like the Chamber of Commerce to organise individual meetings for me and want to receive the business cooperation profile to fill in.
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Date:

Signature/Company Stamp:

N.B. In case of your cancellation after final registration the Chamber of Commerce will invoice you administrative costs amounting to 200.00 EUR per person.