**CLOSING DATE FOR APPLICATIONS – Friday 10th January 2020**

**Confidential**

|  |  |
| --- | --- |
| **Name and Date of Event:** | **SDI TECH FOR HEALTHCARE MISSION to DENMARK & FINLAND****MONDAY 2nd to FRIDAY 6th MARCH 2020** |

1. **COMPANY DETAILS**

|  |  |
| --- | --- |
| **Company Name:** |  |
| **Address:** |  |
| **City:** |  |
| **Postcode:** |  |
| **Main Contact:** |  |
| **Tel No:**  |  |
| **E-mail:** |  |
| **Website:** |  |
| **Twitter Handle:** |  |
| **LinkedIn:** |  |
| **Do you have contact with Scottish Enterprise, Highlands and Islands Enterprise or the Business Gateway? Please give their name here.** |  |
| **Do you have contact with Scottish Development International? Please give their name here.** |  |

1. **CONTACT DETAILS**

**Staff Attending the Mission**

**\*\*** Key Contact

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title** | **First Name** | **Surname** | **Job Title** | **E-mail** | **Mobile No** |
| \*\* |  |  |  |  |  |

1. **COMPANY BACKGROUND**

|  |  |
| --- | --- |
| **Turnover (£)** |  |
| **No of Employees** |  |

1. **MARKET EXPERIENCE**

|  |
| --- |
| **Experience in International Markets to date?** **(e.g., markets already entered / overseas representation / other events attended?)****Please specify any Nordic activity to date also** |
|  |

**5. EVENT OBJECTIVES**

|  |
| --- |
| **What are your specific objectives in participating in this mission?** **(e.g. market research / raise profile / identify potential new customers or partners / product launch? etc)**  |
|  |

1. **CONTACTS IN MARKET**

|  |  |  |
| --- | --- | --- |
|  | **Y/N** | **Please provide details below** |
| **Have you identified specific contacts to meet in market? If yes, please detail.** **If no, please detail the types of organisations that you wish to meet (e.g. size, sector, specific person within etc)** |  |  |
| **Do you require assistance in identifying contacts? If yes, please detail** |  |  |

1. **COMPANY GROWTH – INTERNATIONAL TURNOVER**

Please provide current International Turnover & **estimated** **additional International** **Turnover** likely to accrue over the next 3 years as a result of participating in the mission, and any other complementary international marketing activities being undertaken?

|  |  |  |  |
| --- | --- | --- | --- |
| **Geography / Country** (Indicate specific markets if possible). |  | **Estimated additional International Turnover per annum (£)** |  |
|  | **Current International Turnover** | **Year 1** | **Year 2** | **Year 3** | **TOTAL** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**8. COMPANY PROFILE**

A short company profile and personal biography may be circulated to in market contacts in advance of the mission. Please provide a summary below and include things such as company background, activities, professional background etc. (Approximately 100 words)

|  |
| --- |
|  |

Please indicate your interest in the following services offered as part of the support package. Please note that additional services may be offered at a later date and you may be contacted for further information.

|  |  |  |
| --- | --- | --- |
| **Service** | **Description** | **Interested? Y/N** |
| Scottish Enterprise/Scottish Development International | Do you require immediate assistance from SE/SDI to help you prepare for this event? |  |
| GlobalScots[www.globalscot.com](http://www.globalscot.com) | Attending Industry specialists will meet with companies based on profile provided |  |
| Research into the market/target companies/competitors[www.scottish-enterprise.com/free research](https://www.scottish-enterprise.com/services/do-business-outside-scotland/international-market-research/overview) | Free high-level research |  |

This information will remain **Commercial in Confidence** and will not be disclosed to parties outside Scottish Enterprise, Highlands and Islands Enterprise and UK’s Department for International Trade.

**SECTION 2**

**PARTICIPATION AGREEMENT**

This agreement explains the terms and conditions for the event. SDI requires participating companies to be aware of these terms and conditions and to complete their details, sign this form and return to Scottish Development International at the address given below.

**COSTS**

SDI is not charging companies to participate in this mission and you may be eligible for funding towards travel / accommodation and delegate costs for **one representative per company, up to the value of £200**. Your SDI advisor will discuss eligibility and how this will be administered on receipt of your application.

**FLIGHTS & ACCOMMODATION**

Participants are responsible for their own travel arrangements. It is the responsibility of the individual participating in the event to book and pay for their own flights and accommodation.

Once booked you must advise us of your flight details and arrival time (please do not book anything until your application has been approved and discussed with your SDI advisor).

It is recommended that you arrange travel and health insurance prior to departure. The Foreign & Commonwealth Office website provides useful information on foreign travel which will help you to prepare for your visit (www.fco.gov.uk). Please be advised to check all passport requirements well in advance of travel.

**ARRIVAL & DEPARTURE**

You are expected to attend the programme of events as advised and to engage in activities outlined in the SDI Agenda.

**FEEDBACK**

SDI is committed to delivering a quality service and need to know customers’ opinions of their efforts. Your views are important in helping to ensure that your company and others get a continuously improving service. To achieve this we need your help and require you to complete a short evaluation to indicate your views and suggestions on possible improvements.

We also need you to agree to provide details of new orders/anticipated business for a

period of 2 years following the event, as and when requested by SDI. This information will be treated in strict confidence.

**APPLICATION DATE**

Please sign and return the completed application form to

**Nicola.Reynolds@scotent.co.uk no later than Friday 10th January 2019.**

Please note that places are limited and please adhere to the deadline date.

**INFORMATION SHARING**

As we move forward in organising the programme, we will need to email and introduce all mission delegates to one another and share your details with the Nordics based companies and organisations for business development purposes. If you agree to your information being used in this way, please indicate this below:

 **I am ok for my details to be shared (Please circle) YES / NO**

**AGREEMENT**

It is at the discretion of SDI to review your participation in any future SDI or SE funded

event if you fail to meet the above conditions. Health and Safety of those travelling is the responsibility of their employers. SDI recommends that participants purchase adequate Insurance for this event.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_(print name) agree to participate in the above event and fully accept

the conditions set out above. The information provided above is an accurate account of my Company’s current and prospective situation.

Role\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_