

ACTIVITY REPORT



ANY POST-ACTIVITY REQUEST FOR FINANCIAL ASSISTANCE MUST BE ACCOMPANIED BY THIS FORM.
FILL IT OUT AND RETURN IT TO EXPORT GROUP.

Name of Activity

Date of Activity

Name of Participating Company

Participation (exhibitor, visitor)

 Exhibitor or Visitor

Name of Participant (**Having supporting documents**)

1. _____

This form fulfills the criteria set by governmental assistance programs. Therefore, all questions must be answered in order for your reimbursement request to be considered.

1. Indicate the number of visitors to the booth _____

2. Indicate the number of qualified visitors who require follow up _____

3. What are the total sales (real and projected) that you see resulting from this activity in the next 12 months? (Canadian dollars – check **one box only**)

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Zero | <input type="checkbox"/> +500 000 – 750 000\$ | <input type="checkbox"/> +2 – 2,5 millions \$ | <input type="checkbox"/> +4 – 5 millions \$ |
| <input type="checkbox"/> 0 – 100 000 \$ | <input type="checkbox"/> +750 000 – 1 million \$ | <input type="checkbox"/> +2,5 – 3 millions \$ | <input type="checkbox"/> +5 – 6 millions \$ |
| <input type="checkbox"/> +100 000 – 250 000 \$ | <input type="checkbox"/> +1 – 1,5 million \$ | <input type="checkbox"/> +3 – 3,5 millions \$ | <input type="checkbox"/> +6 millions et plus |
| <input type="checkbox"/> +250 000 – 500 000 \$ | <input type="checkbox"/> +1,5 – 2 millions \$ | <input type="checkbox"/> +3,5 – 4 millions \$ | Exact number _____ |

**** Attention:** Please indicate your Quebec enterprise number (NEQ) _____

Did the activity meet your expectations?

Excellent (4) Satisfactory (3) Fair (2) Unsatisfactory (1)

Comment: _____

Do you have any comments that could help the Export Group improve this activity? _____

Contact person : _____ Signature : _____

Phone: _____ E-mail: _____

Please attach to your report the following:

- | | |
|---|---|
| <input type="checkbox"/> Round-trip boarding passes | <input type="checkbox"/> Airline ticket invoice with itinerary |
| <input type="checkbox"/> Paid Hotel bill | <input type="checkbox"/> If you traveled by car, a gasoline bill at final destination |