

TIPC Working Guidelines for Providing Incentives to International Cruise Ship Charter Travel Agents That Operate Complex Home-Port Cruise Itineraries in Taiwan

Announcement 1090342051 (gang-zong-xing), issued and effective on 16 March 2020

1. The following working guidelines are established herein by the Taiwan International Ports Corporation (TIPC) in accordance with the *MOTC Relief Measures for Companies Experiencing Business Hardships during the COVID-19 Pandemic* to provide incentives to international cruise ship charter travel agents that operate tours to Taiwan.
2. The target of said incentives are charter travel agents that manage complex home-port cruise itineraries at Taiwan's international commercial ports (herein, 'the applicant').
3. These guidelines shall remain in effect for calls made in Taiwan from the time that the Central Epidemic Command Center announces the reopening of Taiwan to international cruise travel until June 30th, 2021 (or until allocated funds have been depleted).
4. These guidelines are funded through a special budget authorization under the *MOTC Relief Measures for Companies Experiencing Business Hardships during the COVID-19 Pandemic*.
5. A cruise ship that meets the following requirements shall be deemed as operating a 'complex home-port cruise itinerary' (herein, 'complex itinerary').
 - 5.1. First voyage: The number of arriving non-Taiwanese passengers must total at least 30% of the ship's lower berth capacity. Furthermore these non-Taiwanese passengers must remain in Taiwan and not depart with the ship.
 - 5.2. Last voyage: The number of departing non-Taiwanese passengers must total at least 30% of the ship's lower berth capacity.
 - 5.3. Between the first voyage and last voyage, the ship must operate at least one home-port-based, round-trip voyage of at least four days.

6. Each complex itinerary is eligible for a single application by one applicant. Incentive awards shall be calculated as follows:

	Vessel GT / Incentive Award (in NT\$)	
	< 100,000 GT	≥ 100,000 GT
Home-port-based, round trip voyage		
6 days, 5 nights (or longer)	NT\$5,000,000	NT\$6,000,000
5 days, 4 nights	NT\$4,000,000	NT\$5,000,000
4 days, 3 nights	NT\$2,000,000	NT\$3,000,000

7. The deadline for submitting an application is seven (7) calendar days prior to a first voyage (see Appendix 1 and Table 1). All applications must be accompanied by the following documentation:
- 7.1. **Letter of Insurance Approval issued by the Maritime Port Bureau** (copies *must* be stamped with the company's official chop).
 - 7.2. **Documentary proof of cooperation between the applicant and the cruise line.** The cruise line shall issue one such document to one applicant only for each complex itinerary. If said document is a contract, the copy of this document *must* be stamped with the company's official chop.
 - 7.3. **Voyage itinerary.**
 - 7.4. **Passenger lists for the first and last voyages** (including nationality). Note: not required when TIPC is able to audit internally.
 - 7.5. **Cruise ship passenger capacity** (not required when TIPC is able to audit internally).
 - 7.6. **Automatic Identification System forecast information** (not required when TIPC is able to audit internally).
8. After an application is reviewed and approved, the incentive award amount shall be transferred within 10 working days into the designated bank account.
9. In the event that information is submitted / reported that is found to be false, the applicant, in addition to bearing full legal responsibility, shall unconditionally return all incentive award amounts already received.
10. TIPC reserves the right to further explain and define the value of compensation amounts granted as well as to amend these working guidelines to reflect changes in regulations, policies, and/or relevant circumstances.
11. In case of any discrepancy between the English and the Chinese version, the Chinese version shall prevail.

Appendix 1

Application for Cruise Ship Complex Itinerary Incentive Award			
Company name (official chop)		Signature (personal chop) of responsible person	
Unified Business No.			
Contact		Tel #	
E-mail		Mobile #	
Address			
application date	(prior to submitting this application, please read carefully the application instructions and applicant declaration & obligations) (year) _____ (month) _____ (day) _____		

Contact windows: Ms. Jing-yi Lin (07) 521-9000 #3351
 Ms. Yu-chia Cheng (07) 521-9000 #3353

- Accompanying documentation / information (please check and include with the application)
 - Letter of Insurance Approval issued by the Maritime Port Bureau (copies *must* be stamped with the official company chop)
 - Documentary proof of applicant - cruise line cooperation
 - Voyage itinerary
 - Passenger lists for the first and last voyages (including nationality)
 - Cruise ship passenger capacity
 - Itinerary information sheet (Table 1)
 - Bank account information (provided by the applicant). If the account name differs from the name of the applicant, please provide a written explanation.

TO APPLICANTS: Please sign (chop) after reading and acknowledging the following.

1. The application must be completed in full and submitted at least seven (7) days prior to the designated cruise ship's first voyage. Failure to do so will invalidate the application for the designated voyage.
2. The applicant attests to the truth of all submitted / reported information. The applicant shall notify TIPC immediately in writing of any mistakes discovered after submission. If the applicant submits / reports information that is false or that otherwise infringes on the rights of TIPC or a third party, the applicant shall, in addition to bearing full legal responsibilities, unconditionally return all incentive award amounts received and pay an interest penalty of 5 percent per annum.
3. The applicant agrees to cooperate with TIPC in conducting regular and irregular audits.
4. The applicant agrees to provide to TIPC documents that are requested as part of the abovementioned audits as well as accepts that TIPC has the right to determine the actual amount of the incentive award given.

applicant signature:

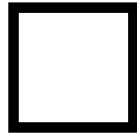


Table 1

Complex Home-Port Cruise Itinerary Information and Incentive Award Application Category

- Amount of incentive award being requested: NT\$_____ (Applicant may add rows to this table as needed.)

6-day, 5-night (or longer) Home-port-based, round trip voyage				
no.	vessel name	start & end dates	description of voyage	
1			first voyage	example: Hong Kong – Kaohsiung
			last voyage	example: Kaohsiung – Hong Kong
			round-trip voyage (homeport to homeport)	example: Kaohsiung – Da Nang - Kaohsiung
2			first voyage	
			last voyage	
			round-trip voyage (homeport to homeport)	
5-day, 4-night Home-port-based, round trip voyage				
no.	vessel name	start & end dates	description of voyage	
1			first voyage	
			last voyage	
			round-trip voyage (homeport to homeport)	
2			first voyage	
			last voyage	
			round-trip voyage	

			(homeport to homeport)	
4-day, 3-night Home-port-based, round trip voyage				
no.	vessel name	start & end dates	description of voyage	
1			first voyage	
			last voyage	
			round-trip voyage (homeport to homeport)	
2			first voyage	
			last voyage	
			round-trip voyage (homeport to homeport)	