

Certified Trade Mission

Application for Mission Organizers



OMB No.0625-0143 Expires: 09/30/2021

After completing the below form, please forward to each of the Commercial Service's International Field Offices listed on the mission's proposed itinerary. Contact information can be found at www.export.gov.

Sponsoring Organization

Organization Name:

Contact Name:

Address:

Telephone:

Email:

Mission Sponsor

For example: Trade Association, State or Local Government, Regional Group, etc.

Organization Name:

Contact Name:

Address:

Telephone:

Email:

Cosponsoring Organization(s) *(if applicable)*

Organization Name:

Contact Name:

Address:

Telephone:

Email:

Trade Mission Proposal

Trade Mission Name:

Description:

Proposed Itinerary:

Additional Countries
to be Visited:

Types of
Services/Activities
Requested:

Projected Number of
Participants/Firms:

Product
Categories/Industries
to be Promoted:

Advance Trip

Target Date of
Advance Trip:

Name of Advance
Officer:

Proposed Itinerary:

Additional Mission Details

Please list any specific organizations, from the private and/or public sectors, with whom you would like to meet.

Please describe how you plan to recruit organizations for this mission. Be as specific as possible, including promotional methods (e.g. mail, brochure distribution at trade events, radio, etc.) and target dates.

Deadline for Accepting Participant Applications:

Please describe any special space and/or equipment needs for audiovisual presentations or technical programs.

Please list here, and attach to your application, any proof (e.g. letter of invitation) that your mission has a host organization in countries that require such an arrangement (e.g. China). Please provide below the host's contact information below.

Organization Name:

Contact Name:

Address:

Telephone:

Email:

Overseas Assistance

Please list the contact information for any organization(s)/individual(s) assisting in mission organization overseas.

Organization Name:

Contact Name:

Address:

Telephone:

Email:

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Reports Clearance Officer, International Trade Administration, Room 4001, U.S. Department of Commerce, Washington, D.C. 20230.

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