



Confederation of Indian Industry



Information Request Form

All members / companies are welcomed to fill up the form prior to approaching CII and or MIBC for assistance.

Form to be emailed to:

For India Request: asean.anzddesk@cii.in

For Malaysia Request: secretariat@mibc.com.my

Basic Member Information

Company Name													
Website													
Business Nature													
Industry / Sector Involved													
Person-In-Charge Name													
Email													
Phone Number													
Request Type	<table border="1"><thead><tr><th>Category</th><th>Yes / No</th></tr></thead><tbody><tr><td>Meeting Arrangement (Annexure I)</td><td></td></tr><tr><td>Business Event (Annexure II)</td><td></td></tr><tr><td>Information Request (Annexure III)</td><td></td></tr><tr><td>Partnership Recommendation (Annexure IV)</td><td></td></tr><tr><td>Others (Please Specify - Annexure V)</td><td></td></tr></tbody></table> <p><i>Please mention further details as per the enclosed annexures.</i></p>	Category	Yes / No	Meeting Arrangement (Annexure I)		Business Event (Annexure II)		Information Request (Annexure III)		Partnership Recommendation (Annexure IV)		Others (Please Specify - Annexure V)	
Category	Yes / No												
Meeting Arrangement (Annexure I)													
Business Event (Annexure II)													
Information Request (Annexure III)													
Partnership Recommendation (Annexure IV)													
Others (Please Specify - Annexure V)													
Organisation Profile	<p><i>Please mention details of your company profile in 200 words.</i></p>												

Meeting Arrangement**1. Who would you like the meetings to be arranged with?**

S. No.	Organisation	Status (Yes / No)	Do you know who to meet (Yes / No)	In case you know who to meet, please specify the name / department that you want to meet
1.	Government Agencies			
2.	Public Enterprises			
3.	Private Industry			
4.	Institutions			

2. When do you want the meeting to be scheduled?

Date (s)	(Please mention the dates in MM/DD/YY)
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3. Define the purpose of your Meeting?

Please mention the purpose of your meeting in detail

4. Please list below anything in specific that you will like to highlight about your organisation which you feel the other party should know, such as current presence in the country, business expansion plans in the country / region etc.

Please detail specifics



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Annexure II

Business Events

1. What help do you need?

S. No.	Category	Yes / No / NA
1.	Organising an Event	
2.	Participating as a delegate	
3.	Bringing a delegation to an Event	
4.	Booth acquirement at exhibition section of an event	
5.	Others	

2. Name of the Event?

Please mention the name of the event?

3. What is the location of the event?

Please mention the location of the event?

4. What is the date of the event?

Please mention the date of the event?

5. What kind of an event are you referring to?

S. No.	Category	Yes / No / NA
1.	Seminars/ Conferences	
2.	National Exhibitions	
3.	Specialised Exhibitions	
4.	International Trade Conferences	
5.	Others (Please specify: _____)	

6. What is the objective of the event?

Please mention the objective of the event?



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Annexure III

Information Request

1. What information are you looking for?

Please mention the category of help required –

S. No.	Category	Yes / No / NA
1.	Industry / Market Information	
2.	Legal Advisory	
3.	Market Entry and Doing Business	
4.	Financial Advisory	
5.	Others (Please Specify: _____)	

2. Please mention your request in detail below?

Please describe your request in detail



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Annexure IV

Industry Partnership Recommendation

1. What are your interest areas when looking for a potential partner?

Interest Areas (you can choose multiple options):

1. Trade 2. Investment 3. Service 4. Distribution 5. Manufacturing

6. Networking 7. Market Research

7. Any Other: _____

2. Do you have any operations in the partner country?

Yes / No

In case "Yes" please mention details below, in case "No" please type in "NA"

Type of Operation:

Location of Operation at Vietnam:

3. Please describe your request in detail.

Please describe your request on partnership in detail



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Annexure V

Other Requests

1. Please describe your request in detail below.

Please describe your request in detail