

REQUIREMENTS FOR INTERNATIONAL BUYERS SUMMIT 2024 BUSINESS MATCHMAKING

- Be an affiliated company and must be referenced by the Chamber of Commerce of your city or region.
- The company must have made imports previously supported with purchase invoices to any market.
- Have a catalog of products and services and a web page.
- The company's delegate must be a decision maker and must be delegated by the legal representative, as well as have the experience and comprehensive knowledge of your company to attend scheduled meetings with potential customers.
- The delegate must be available to attend the meetings before the Business Matchmaking proposed by the Bogota Chamber of Commerce to validate the sector and the type of product or service they are interested in.
- The company's delegate must comply with the conditions of lodging, transfers, and airline tickets as agreed upon by the Bogota Chamber of Commerce.
- The participating company must assume the costs of food, individual domestic transportation, medical insurance, per diem, change of fares, and other expenses for the delegate, which the Bogota Chamber of Commerce does not cover.
- Provide timely response to the requirements of the CCB regarding the periodic follow-up of business, purchases, and/or expectations generated after the activity.
- The person delegated by the company must comply with the requirements and regulations in force to travel to Colombia. The businessperson interested in participating in the activity must consult directly with the CCB regarding compliance with travel requirements.

Notes:

- **The Bogota Chamber of Commerce** is not responsible for entry into the country or processing travel documents and passports.

BENEFITS GRANTED BY THE BOGOTA CHAMBER OF COMMERCE

For a delegate of the international purchasing company:

- Round-trip airfare in economy class.
- Lodging from May 7 to 10.
- Accompaniment and follow-up during the Business Matchmaking.
- Transfers airport - hotel - airport

*The company must assume all other costs.

HOW TO PARTICIPATE

- Fill out the form in the following link:

<https://forms.office.com/r/HPNQ4rX7at>

- Deadline for registration: **Friday, March 1, 2024**

If you have any questions, please contact:

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