

Supplier R e g i s t r a t i o n

St. Martin/St. Maarten Annual Regional Tradeshow

**May 14 – 16, 2014**

Radisson Blu St. Martin

GENERAL INFORMATION

SMART – The Association des Hoteliers de St. Martin, in conjunction with The St. Maarten Hospitality and Trade Association, and with the sponsorship of the Office du Tourisme de St. Martin and the St. Maarten Tourist Bureau, present SMART 2014. The event provides 1 1/2 days of pre-scheduled appointment sessions and activities where Wholesalers and Tour Operators can meet and conduct business with Suppliers in the tourism industry.

SMART 2014 – will also feature Suppliers from the other Islands of the North Eastern Caribbean Region. These include Anguilla, Antigua, Barbuda, British Virgin Islands, Dominica, Guadeloupe, Montserrat, Saba, St. Eustatius, St. Barthelemy, St. Kitts & Nevis, St. Maarten-St. Martin as well as South America. Operators can meet and conduct business with Suppliers in the tourism industry.

PRELIMINARY SCHEDULE OF EVENTS:

May 14, 2014

Official arrival day for Buyers & Suppliers

2:00pm – 6:00pm ........... Registration & Credentials Claiming

4:00pm – 6:00pm ........... Supplier Tabletop Setup

7:30pm ........................... Welcome reception

May 15, 2014

7:30am – 9:30am ........... Registration & Credentials Claiming for late arrivals

8:45am – 9:45am ........... Buyer to Supplier Scheduling Session

10:00am – 5:30pm ......... Appointments are scheduled continuously throughout the day

12:30pm – 2:30pm ......... A “Working Lunch” is provided so that delegates may expand their working day

7:30pm ........................... Farewell Party

May 16, 2014

9:00am – 12:00pm ........... Additional Optional Appointments

9:00am – 4:30pm ........... Hotel Visits, Island Tours & Activities

 PLEASE FAX YOUR COMPLETED REGISTRATION FORM TO FAX NUMBER:

+1(721)542-0107

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Application to Register

SMART 2014 – SUPPLIERS

HOW TO REGISTER

Participation in SMART is by invitation only. Applicants should complete the registration form and send it with the appropriate fee to the official SMART management team, the St. Maarten Hospitality & Trade Association, located at 33a, WJA Nisbeth Road, Philipsburg, St. Maarten, Dutch Caribbean, Telephone: +1 (721) 542-0108 Fax: +1 (721) 542-0107.

The address in Address Block 1 will be used on all printed materials including indexes in the Official Directory of Participants, and name badge credentials. Unless otherwise specified, the Official Directory of Participants will be sent to Address Block 1 as completed below.

ADDRESS BLOCK 1:

Company Name

Address

City State Zip/ Postal Code Country

Phone Fax

(Please include country and city codes where applicable)

E-mail Web Site URL

ADDRESS BLOCK 2:

Please send my Directory of Participants to the address indicated below:

Company Name

Address

City State Zip/ Postal Code Country

Phone Fax

(Please include country and city codes where applicable)

E-mail Web Site URL

Primary Delegate: All information is sent to the attention of the Primary Delegate at the address indicated above. Appointments are pre-scheduled for the Primary Delegate then in sequential order as you list the delegates below. All other registered Delegates have the option of having their own set of appointments or sharing appointments with another Delegate.

Please complete this information as you would like it to appear on your name badge.

PRIMARY DELEGATE: DELEGATE NUMBER TWO:

First Name:

First Name:

Last Name:

Last Name:

Title:

Title:

Email:

Email:

I will participate in the Farewell Party.

Appointment Taking Delegate

I will participate in the Farewell Party.

Appointment Shared Appointment

If you wish to register more than two delegates, please attach a list on a separated sheet of paper

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BUYER MARKETING INFORMATION FOR THE OFFICIAL DIRECTORY OF PARTICIPANTS

Complete The Following Information Describing Your Company/Organization:

A. TYPE OF COMPANY / ORGANIZATION:

 1. Airline ……… .................................................................... 7. Guest House........................................................

 2. Attractions ………. ........................................... 8. Hotel.....................................................................

 3. Bed & Breakfast ............................................... 9. New Property........................................................

 4. Car Rental ….…................................................ 10. Hotel Management Company...............................

 5. Condominiums …………………........................ 11. Destination Marketing Organization ……………..

 6. Cruise Line ………............................................ 12. Government Tourist Organization.........................

B.IN WHICH TYPES OF BUSINESS DOES YOUR COMPANY SPECIALIZE?

 1. Individual Travelers ................................................... 5. Sport Program ………………........................................

 2. Group …………......................................................... 6. Special Interest Travel .................................................

 3. Meetings .................................................................... 7. Technical Tours ..................................................................

 4. Incentives ....................................................................

C. IF YOUR ORGANIZATION PROVIDES LODGING, PLEASE INDICATE WHICH OF THE FOLLOWING APPLY:

|  |  |  |
| --- | --- | --- |
|  1. 5 Star ....................................... | 11. Time Share............................. | 20. Tennis.............................. |
|  2. 4 Star ....................................... | 12. Beachfront.............................. | 21. Golf................................... |
|  3. 3 Star ....................................... | 13. Spa ....................................... | 22. Watersports....................... |
|  4. 2 Star ....................................... | 14. Restaurant on Property......... | 23. Meeting Facilities............... |
|  5. Cottages/Villas......................... | 15. Internet facilities..................... | 24. Meal Plans - All Inclusive … |
|  6. Resort … ................................. | 16. Sports Facilities …………….. | 25. Meal Plans – MAP ……….. |
|  7. Hotel (up to 50 rooms) ………. | 17. Room Service ………………. | 26. Meal Plans – EP ………….. |
|  8. Hotel (up to 51 - 100 rooms) …. | 18. Laundry Service ……………. | 27. In Room Safes …………… |
|  9. Hotel (up to 101 - 300 rooms) .. | 19. Adventure Sport | 28. In Room Internet Acces …. |
|  10. Hotel (over 300 rooms) ……… |  (Fishing, Scuba, Sailing, etc)… |  |

D. IF YOUR ORGANIZATION IS GROUP OPERATER, PLEASE INDICATE WHICH OF THE FOLLOWING APPLY:

 1. Foreign Language Guides.......................................... 4. Private Care Transfers ………….......................

 2. Hotel Reservation Service.......................................... 5. Group Transfers.................................................

 3. Hotel Rate Negotiation................................................. 6. Tours..................................................................

E. WHERE DO YOU OPERATE?

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Anguilla…………….... | 5. Dominica………… | 9. Saba………………. | 13. St. Maarten……. |
| 2. Antigua……………..... | 6. Guadeloupe……… | 10. St. Barthelemy ….. | 14. St. Martin……….  |
| 3. Barbuda………………. | 7. Montserrat ………. | 11. St. Eustatius …….. |  |
| 4. British Virgin Islands … | 8. Nevis ……………. | 12. St. Kitts…………… |  |

F. PLEASE INDICATE WHAT MARKETING SERVICE YOU PROVIDE:

|  |  |
| --- | --- |
| 1. Itinerary Planning ………………………… | 5. Visual Aids (Slides, posters, point of purchase  |
| 2.Overseas Sales Staff……………………... |  displays, videos, etc)………………………………………… |
| 3. Multiple Language Brochure(s)…………. | 6. 24 Hours Operations………………………………………….. |
| 4. Multiple Language Staff …………………. |  |

G. WHAT IS THE SIZE OF YOUR ORGANIZATION IN US DOLLARS?

|  |  |
| --- | --- |
|  1. Under $250,000…………………………… | 4. $1,000,000 - $3,000,000 …… |
|  2. $250,000 - $500,000 ……………………... | 5. $3,000,000 - $5,000,000……………………………….. |
|  3. $500,000 - $1,000,000……………………. | 6. Over $5,000,000… |

H. HOW MANY CLIENTS DO YOU TYPICALLY HANDLE PER YEAR?

|  |  |
| --- | --- |
| 1. Under 250………………………… |  5. 3,001 - 5,000 |
| 2. 251 - 500 ……………………... |  6. 5,001 - 10,000 |
| 3. 501 - 1,000 |  7. Over 10,000 ………………………………………….. |
| 4. 1,001 - 3,000 |  |

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SMART 2014 SUPPLIER REGISTRATION & BOOTH INFORMATION

Supplier Early Bird Registration Fee is US$310.00 if registered on or before April 15. After April 15, the Fee is US$410.00. Registration Fee includes 1 delegate; 1 tabletop and signage; listing in the Official Directory of Participants and on the Electronic Directory; 1 set of Appointments (maximum 36) during SMART; attendance to all food and social functions. Full payment must be received with your registration form in order to process. Tabletop sharing by different companies is not allowed. Additional delegate fee is US$175.00.

 Tabletop at US$310.00 per tabletop (before April 15) Total US $

 Tabletop at US$410.00 per tabletop (after April 15) Total US $

 Additional delegates at US$ 175.00 per delegate Total US $

 Non-Member US$495.00\* Total US $

 $175 for Small Hotel Members before April 30 Total US $

 $235 for Small Hotel Members after April 30 Total US $

Total US $ Total Enclosed US$

\* Companies who are not members of SHTA/AHSM and are based on St. Martin / St. Maarten will be considered for registration after April 15th subject to availability at the rate of US$495.00 per tabletop. Additional delegates are available at US$175.00 per delegate.

SPECIAL TABLETOP LOCATION REQUEST: No backdrops are provided for the tabletop. Should you require a backdrop to place materials, please indicate so in this area. Backdrop spaces are limited, therefore requests will be considered on a first-received basis.

ROOMING INFORMATION: Hotel accommodations are €165 per night.

These NET rates are non commissionable rates and are based

on single or double occupancy and are subject tax and services. Breakfast is included. Reservations can also be made by calling the 1 (800) 333-3333, the hotel reservation desk at +590-590-876-700 or online at: [www.radissonblu.com/resort-stmartin](http://www.radissonblu.com/resort-stmartin). Reservation code is SMARTS

Payment MUST accompany Registration form. Please make all checks payable in U.S. funds and drawn on a U.S. bank to: the St. Maarten

Hospitality & Trade (SHTA) 33a WJA Nisbeth Road, Philipsburg, St. Maarten, Dutch Caribbean

Telephone: 599-542-0108 Fax: +1 (721) 542-0107

Form of Payment: CHECK#

Visa

Discover

MasterCard

Cardholder’s Name: Card Number:

Expiration date: Signature:

 1. The Applicant understands that all arrangements and/or changes must be submitted in writing.

TERMS & CONDITIONS:

2. The Applicant shall release the host hotels, SMART, the SHTA, the AHSM and its agents, consultants, and employees from all claims, expenses or liabilities arising from any injury or damage to the Applicant, his employee or agent or to the property of the Applicant occurring on the host property or approaches thereto.

3. If SMART should be cancelled for any cause such as act of God, war, government action or order, building problem, weather, labor dispute, etc., SMART’s liability shall be limited to the refund of participation fees.

4. The Applicant shall be liable for any damage caused to the building, floors, glass, walls, columns or furniture.

5. SMART shall not be responsible for loss of, or damage to the Applicant’s property due to explosions, acts of God, thefts, fires or any other legitimate condition beyond its control.

6. The Applicant understands that his presence is required at all official functions.

7. The Applicant understands that hospitality suites and functions shall not be open during officially scheduled sessions or functions. Organizations must register hospitality suites and functions with SMART management.

8. The Applicant understands that the information contained in the conference material constitutes part of the registration contract, and agrees to conform to all guidelines.

9. SMART shall have full power to interpret and amend these guidelines which in its discretion shall be in the best interest of the conference.

**10. The Applicant shall not take part in non - SMART functions which would preclude his attendance at all scheduled activities.**

**11. The Applicant shall not participate in familiarization trips sponsored and supported by companies and organizations not registered for SMART.**

12. By completing and submitting this Application for Registration, the Applicant understands that participation must be confirmed in writing by SMART before registration is granted. The Application for Registration is not an offer and participation in the conference may be restricted or cancelled by SMART for any reason.

13. Cancellations/Refund. Cancellations received 30 days prior to the event April 15, 2014 will receive full reimbursement of registration fees, less a US$50 processing fee.

Cancellations received after April 15, 2014 are not eligible for a refund.

IMPORTANT DATES TO REMEMBER:

M AY 4, 2014 – Deadline for Inclusion in Delegate Directory

M AY 5, 2014 – Appointment Request Form Deadline

As a participant of SMART 2014, you and your organization agree to comply with the Terms & Conditions published in this Application. No arrangements other than those contained herein shall be binding upon the parties, unless requests are made in writing and approved by SMART management.

 Authorized Signature: Date:

 Print Name:

Smart 2014 is the project of the Association des Hôteliers de St. Martin (AHSM) and the St. Maarten Hospitality & Trade Association (SHTA) and with the sponsorship of the Office du Tourisme de St. Martin and the St. Maarten Tourist Bureau.

SUPPLIERS

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