



Date the application was received in the JDA's office _____
(to be filled in by the JDA)

Appendix A
**Grant Application Form and Undertaking for an
International Conference in Jerusalem**

Below are details regarding an International Conference in Jerusalem that complies with the criteria set forth by the Jerusalem Development Authority to provide assistance for international conferences in Jerusalem.

Conference name _____

Name of conference sponsor / organizer _____

Address of conference sponsor / organizer _____

E-mail _____ Telephone _____ Fax _____

International conference / Religious international conference – circle one

Date of conference _____ Number of days in Jerusalem ____

Name and address of conference hall _____

International conference – conference subject/content (medicine and life sciences, social science and humanities, technology, business and economics, agriculture and the environment, energy and infrastructures) – circle one

Estimated number of participants _____ of whom participating guests from abroad _____

Brief description of the conference _____

Total conference budget NIS _____

Number of bed-nights planned for conference guests in Jerusalem hotels _____

Terms of the assistance and Sponsor's / Organizer's Undertaking:

In order to examine by eligibility to receive the assistance in accordance with the provisions of the Grant Procedure for Conducting International Conferences in Jerusalem (hereinafter, "**the Procedure**"), I hereby state and undertake the following:

- A. The company sponsoring the conference is duly registered (in Israel or overseas) and the company organizing the conference is duly registered in Israel, and its sphere of occupation is to conduct and market conferences.
- B. To provide the JDA's supervisor with the data and information he may need in order to give his professional opinion to the JDA and/or its representatives, in accordance with the provisions of this Procedure.



- C. We are aware that the rules of eligibility for receiving the grants are in accordance with the provisions of this Procedure.
- We hereby undertake to fully comply with all conditions of this procedure, and to carry out its instructions.**
- D. We aware that the JDA is entitled to use the decisions of committees, advisors or experts in order to make its decisions and/or to conduct the examinations necessary to implement the Procedure and award the Grants, and we shall have no claims in this regard.
- E. We are aware that the decisions regarding awarding the Grant, rejection of the application, making the Grant contingent upon certain conditions and the like, shall be under the authority of the Grants Committee as defined in the Procedure (hereinafter, “**the Committee**”). The Committee’s decisions shall be final and we shall have no claims with regard to these decisions.
- F. We aware that the completion of this application does not obligate the Jerusalem Development Authority to award the assistance.
- G. We are aware that implementation of the Program is contingent upon the receipt of suitable government and/or municipal budgets and that in any case of non-receipt and/or termination and/or delayed transfer of these funds – the JDA shall be entitled to terminate or suspend the Program and the awarding of the Grants pertaining thereto, as relevant.
- H. To remove all doubt it is hereby clarified that our signature on this Undertaking does not constitute any obligation by the JDA to award the Grant and/or represent confirmation regarding our compliance with the Procedure’s conditions, and that so long as the JDA has not issued a Certificate of Eligibility regarding the grant in accordance with the provisions of this Procedure it shall not be obligated in any way whatsoever concerning any matter in this regard.

Name of conference sponsor / organizer

Date

Name of signatory(s): _____

Position _____



Attorney's Confirmation

I, the undersigned, do hereby confirm that the signatories named _____, Company No. _____ (hereinafter, **“the Sponsor”**) agree to obligate the Sponsor with their signature and that they have made all of the decisions necessary in accordance with the law for the purpose of the Sponsor's signing this Letter of Undertaking.

The following documents are attached:

- Confirmation of legal accounting procedures in accordance with the Transactions of Public Bodies Law 5736-1976, regarding an applicant from Israel.
- The conference program and detailed budget.
- Statement by the conference sponsor/organizer and an accountant's verification according to the wording included in the Program Procedures.
- An agreement with a venue to hold the conference
- An executive summary regarding the applicant (including details of conferences held by him in the past), the scope and nature of his activities, etc.
- A letter of agreement and waiver **Appendix B** to this Procedure).



Appendix B

Letter of Agreement Between the Conference Sponsor and the Conference Organizer

We do hereby state that _____ Conference Sponsor (conference name) _____

And _____ Conference Organizer (conference name) _____

Are working in full cooperation between us.

Any payment received as a grant from the Jerusalem Development Authority pursuant to this conference will be used to cover conference expenses regardless of which one of us actually receives the payment.

We hereby request that the assistance grant be transferred only to the *Conference Sponsor* / *Conference Organizer* (cross out one) according to the following details: _____

Signed:

Conference Sponsor

Conference Organizer

Date _____

Attorney's Confirmation – Conference Sponsor

I, the undersigned, do hereby confirm that the signatories named _____
_____, Company No. _____ (hereinafter, “**the Sponsor**”)
agree to obligate the Sponsor with their signature and that they have made all of the
decisions necessary in accordance with the law for the purpose of the Sponsor’s
signing this Letter of Undertaking.

Attorney's Confirmation – Conference Organizer

I, the undersigned, do hereby confirm that the signatories named _____
_____, Company No. _____ (hereinafter, “**the Organizer**”)
agree to obligate the Organizer with their signature and that they have made all of the
decisions necessary in accordance with the law for the purpose of the Sponsor’s
signing this Letter of Undertaking.



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