

## SERVICE CHARTER

INCOMING (B2B IN ITALY)	MEMBERS	NON MEMBERS	SCHEDULE
<b>Buyer Selection</b> – Identifying potential Vietnamese partners by sector/product, providing list of contacts (company name, contact person, address, tel, fax, email and website - if any) based on request of Italian companies.	€ 350	€ 600	12 working days
<b>Organizing flight</b>	To be quoted	To be quoted	
<b>Assistance B2B</b> (/1 day)	€ 250	€ 400	
<b>Company/fair visit assistance</b> (/1 day)	€ 300	€ 450	

OUTGOING (B2B IN VIETNAM)	MEMBERS	NON MEMBERS	SCHEDULE
<b>List of partners</b> - Identifying potential Vietnamese partners by sector/product, providing list of contacts (company name, contact person, address, tel, fax, email and website - if any) based on request of Italian companies.	€ 300	€ 550	12 working days
<b>Business Check-Up</b>	€ 300	€ 550	12
<b>Pre-feasibility report</b> (The report will include 2-3 pages with information on: sector overview, market operators, import statistics, market demand, customs duties, rules and sectoral policies, preliminary recommendations)	€ 150	€ 350	5 working weeks
<b>Match-Making</b> – Identifying potential Vietnamese partners by sector/product, providing list of contacts (company name, contact person, address, tel, fax, email and website - if any) and verifying real interests of selected Vietnamese companies in doing business with Italian companies.	€ 500	€ 1000	6-8 working weeks
<b>Organizing trade missions</b>	€ 650	€ 1500	
<b>Support in booking meeting rooms</b>	To be quoted	To be quoted	
<b>Airport - Hotel Pick-Up Service</b>	To be quoted	To be quoted	
<b>Support in booking hotel</b>		To	

OTHER SERVICES	FEE (MEMBERS & NON)
<b>Interpreting</b> (8 hours/day)	€ 200
<b>B2B Assistance</b> (/1 day)	€ 150
<b>Company/fair visit assistance</b> (/1 day)	€ 200
<b>Traslation</b> (Italian into Vietnamese)	€ 4 per 100 words
<b>Traslation</b> (Vietnamese into Italian)	€ 5 per 100 words
<b>Group transfers</b>	T

MEMBERSHIP FEE	FEE
<b>Large Enterprises</b>	€ 1200
<b>Small and Medium Enterprises (SMEs)</b>	€ 600
<b>Chamber of Commerce/Association</b>	€ 2000

**For more details, please contact:**

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