

PROCEDURE

Obtaining of grant for encouragement of "international conventions having a scientific character" in Jerusalem

1. Objects

- 1.1 The Jerusalem Development Authority (hereinafter – "**the Authority**") earmarks a budget for supporting the encouragement of "international conventions" in the fields described below in the Procedure which will be held in Jerusalem, all in accordance with and subject to the conditions set forth in this Procedure.
- 1.2 The grants are intended for initiators and organizers of conventions who hold their conventions in Jerusalem in accordance with the conditions of the Procedure, as described below.

2. Definitions

2.1 "**International conventions having a scientific character**" – a convention that meets the following definitions.

2.1.1 The convention is in one or more of the following fields: life sciences and medicine, the arts and society, technology, business and economics, agriculture and the environment, energy and infrastructures.

2.1.2 The number of participants at the convention is at least 300 persons.
For purposes of this paragraph, it is clarified that a person who is employed by the initiator and/or organizer of the convention, including its employees, shall not be counted as part of the participants at the convention.

2.1.3 At least 20% of the participants at the convention are guests from abroad.

2.14 No grant will be given in respect of the holding of conventions at which one or more of the following conditions exists:

2.1.4.1 A political convention, a convention involving academic activity of a Jerusalem academic institution for the students who study at it;

2.1.4.2 A convention on the initiative of one of the following entities: a government body or entity, the Jerusalem Municipality, a municipal corporation in Jerusalem, government corporations, the Jewish Agency, the Zionist Organization, the World Jewish Congress, the JNF.



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- 2.2 **"Organizer of the convention"** – a body corporate (including a non-profit organization) and/or an authorized dealer duly registered in Israel and/or abroad, whose field of endeavor is the holding of conventions and the marketing thereof.
- 2.3 **"Initiator of the convention"** – a body corporate (including a non-profit organization) and/or an authorized dealer duly registered in Israel and/or abroad, who initiates a convention in Israel.
- 2.4 **"Hotel in Jerusalem"** – a hotel and/or a hostel located within the area of the municipal jurisdiction of the city of Jerusalem.
- 2.5 **"Authorized site"** – a hall and/or an open site that holds an appropriate business license, which is intended for the staging of events for 300 participants and more and is located in the area of municipal jurisdiction of the city of Jerusalem. It is clarified that an authorized site can be comprised of several halls and/or sites as aforesaid in the same geographic precinct, which are cumulatively designated for 300 participants and more.
- 2.6 **"Grants committee"** – a committee the members of which are: vice-president finance of the Authority or the comptroller of the Authority, the manager of the field of tourism at the Authority or anyone on his or her behalf, the legal advisor of the Authority.
- 2.7 **"Participant in convention"** – any person above the age of 18 who officially registers for the convention and who actually physically participates therein at the place at which the convention is held (a participant via Zoom or other similar devices will, under no circumstances, be deemed to be a participant at the convention).
- 2.8 **"Budget framework"** – the budget framework for operating this Procedure, that will be fixed in advance for each budget year in which the Procedure is operative.
- 2.9 **"Security Incident"** - war, enemy invasion, sabotage, terrorism, and other acts of hostility that led to a decrease in the number of tourist arrivals in Israel and resulted in an official entity publishing travel warnings to Israel.

3. **Conditions of eligibility for receipt of the grant**

Subject to there being a non-guaranteed budget balance in the budget framework, and subject to compliance with the remaining conditions specified in this Procedure, an initiator or organizer of conventions is entitled to receive a grant in respect of the holding of a convention, in accordance with the matters set forth below:

- 3.1 The applicant is the organizer of the convention or initiator of the convention.
- 3.2 The application is submitted for the holding of an international convention as defined in this Procedure.



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- 3.3 The duration of the convention is at least 3 days in Jerusalem.
- 3.4 The place for the holding of the convention is an authorized site as defined in this Procedure.
- 3.5 The date for holding the convention is later **by at least one and a half months** than the date of submission of the application to receive a grant in accordance with this Procedure, and not more than 12 months from the date of filing of the application.

4. **Manner of submitting the application**

- 4.1 An initiator or organizer of a convention shall submit his or its application on an application form for a grant in respect of an international convention in Jerusalem which is attached to this Procedure and the following documents shall be attached to his or its application:
 - 4.1.1 A detailed program of the convention, which contains information regarding the duration of the planned convention, the anticipated number of participants and the number of hotel nights expected at hotels in Jerusalem. (including reference to the content and the activities of an international convention, as described in Paragraphs 2.3.1 – 2.3.2 above).
 - 4.1.2 A planned budget for the convention – details of expenses and income.
 - 4.1.3 A photocopy of invoices and/or requisition for work signed on behalf of the place at which the convention is due be held.
 - 4.1.4 An executive summary about the initiator or organizer of the convention (including details of conventions that were held by it in the past), the scale and extent of its activities and the nature of its activities.
- 4.2 A certificate regarding the lawful keeping of books in accordance with the Public Bodies Transactions Law, 5736-1976. The application shall be made by way of sending an application form, accompanied by all the documents as required above, and the lodgment thereof by email to the address: Jerusalem@segevcpa.co.il.
- 4.3 Subject to there being a non-guaranteed balance in the existing budget framework of the Authority, the grants committee shall consider and discuss all the applications that are submitted to it, and, in its sole discretion, shall choose the conventions that will receive a grant. The committee shall keep minutes of its deliberations and its decisions.

5. **Extent of the grant**

- 5.1 International convention:

5.1.1 The grant in respect of any **international convention** as defined in the Procedure is comprised of one or more of the elements set forth below, or portion thereof:

5.1.1.1 **Basic component** – the amount deriving from the number of participants in the convention, as specified in the table below.

5.1.1.2 **Overnight stay component** – the amount deriving from the number of hotel nights at hotels in Jerusalem during the days of the convention, as specified in the table below, provided that during the days of the convention there were at least 100 hotel nights of participants in the convention at a hotel in Jerusalem.

5.2 It is clarified that the size of the grant (basis and overnight stay) to which a party submitting an application will be entitled in respect of the holding of an international convention shall under no circumstances exceed the amounts mentioned in the table below.

5.3 It is further clarified that a supplementary grant for hotel nights packages will be given in relation to the overnight stays of participants in the convention as defined in Paragraph 2.7 above, and hotel nights of participants under the age of 18 will not be included in the count of hotel nights that give entitlement to a grant supplement.

Table of grants for international conventions having a scientific character:

Number of participants	Total basic component	Total hotel nights components (NIS 150 per hotel night) for a minimum of 100 hotel nights	Maximum total grant for convention
300-1,000	NIS 75,000	NIS 15,000-150,000	<u>NIS 225,000</u>
1,001-2,000	NIS 150,000	NIS 15,000-300,000	<u>NIS 450,000</u>
2,001-3,000	NIS 200,000	NIS 15,000 – 450,000	<u>NIS 650,000</u>
3,001 and above	NIS 250,000	NIS 15,000 – 750,000	<u>NIS 1,000,000</u>

Hotel nights – number of participants multiplied by number of nights they stayed overnight at a hotel in Jerusalem.

5.4 It is clarified that under no circumstances will the maximum amount of the grant for an international convention exceed NIS 1,000,000.

5.5 All the grants under this Procedure are fixed in nominal values, including V.A.T. (to the extent that it applies), and will not be linked to any index.

- 5.6 It is hereby clarified that the grant will be paid solely to the parties submitting the application (initiator or organizer of a convention), without any possibility of endorsing payment of the grant to another entity who is not the party submitting the application. Accordingly, an initiator or organizer of the convention must carefully weigh up the identity of the party submitting the application prior to the lodgment thereof.
- 5.7 If the applicant submitted a request to host an international convention in Jerusalem and there was a security incident following which a notice was issued to cancel or postpone the conference, the applicant will be entitled to receive compensation calculated from the basic component approved by the committee according to the following steps:

Travel warning publication date	The amount of the compensation as a percentage of the basic component approved by the committee
Six months before the convention	25% of the basic component
Four months before the convention	50% of the basic component
One month before the convention	75% of the basic component

It is clarified that the cancellation or postponement of a conference due to a security incident following which a travel warning was issued more than six months before the date of the conference, will not receive any compensation.

6.1 **Stage A – Examining compliance with the conditions of eligibility**

The grants committee will meet to examine the applications for a grant in accordance with this Procedure, as set forth below:

- 6.1.1 Examining the completeness of the application and the documents and attachments thereto, in accordance with the conditions of the Procedure.
- 6.1.2 Examining compliance with all the conditions of eligibility to receive a grant, as stated in Paragraph 3 above.
- 6.1.3 The committee is entitled, in its sole discretion, to refer to the applicant and to any third party for obtaining additional information, additional clarifications and supplements, verbally or in writing.

6.2 **Stage B – Quality points and approval in principle**



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- 6.2.1 Applications that meet all the conditions of eligibility will be examined by the grants committee in accordance with the criteria and the weightings set forth in Paragraph 5 above.
- 6.2.2 In the scope of examining the applications, the committee will accord points to the applications in relation to each of the criteria, and will weigh the overall points that are given to each application separately (hereinafter: **"the Final Quality Mark"**).
- 6.2.3 An applicant whose application complies with all the conditions for the right to receive a grant, and in relation to whom the committee has decided to approve his application in accordance with the Procedure, will receive an **"approval in principle"** from the committee. It is clarified that the approval in principle is contingent upon the convention fully complying with all the conditions of the Procedure and in accordance with the data presented at the time of submitting the application, without exception. Until completion of all the matters mentioned above, the approval in principle will not bind the Authority in any manner whatsoever.
- 6.2.4 For purposes of determining the size of the grant in the scope of the approval in principle, the grants committee will base itself on the documents and the certificates that were presented to it at the submission of application stage, with this being subject to the maximum size of the grant for the convention, as stated in Paragraph 7 above.
- 6.2.5 It is emphasized that the final amount of the grant that will be transferred to each applicant will be decided according to the final data of the convention that will be sent to the Authority by the applicant after the convention has been held, subject to his complying with all the conditions of this Procedure and subject to the approval of the grants committee.
- 6.2.6 It is clarified that the committee has a discretion not to approve an application for a grant, or to approve an application on a partial basis, even if it does meet all the conditions of the Procedure, if, in the committee's opinion, the application is not consistent with the objective of the Procedure or that it does not have the effect of attaining the objective for distribution of the assistance in accordance with the Procedure or according to a government decision in the scope of which this Procedure is published. The committee shall give written particulars as to the grounds and reasons for its decision and these will be available for perusal and study by the applicant.

6.3 Stage C – Approval of the grant

- 6.3.1 As a precondition to the transfer of payments of the grant, an applicant who has received an approval in principle shall furnish the Authority with a performance report of the convention within 45 days from the date of



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conclusion of the convention, which shall contain reference to all the information required in accordance with Paragraph 4 above, including the following documents and the information mentioned below (hereinafter: **"the Performance Report"**):

- 6.3.1.1 A literal report – containing information regarding the duration of the convention, details of the content matter of the convention, the sites at which the convention took place and so forth.
- 6.3.1.2 A list of participants in the incentive trip – according to I.D. / passport number, country of origin, classification into minors / adults (from age 18).
- 6.3.1.3 A hotel nights report of participants in the convention who actually stayed overnight at a hotel in Jerusalem – according to name, I.D. / passport number, dates of overnight stay and classification into minors / adults, which is confirmed by the hotel; it must be clarified that hotel nights of participants under the age of 18 will not be included in the count of hotel nights required.
- 6.3.1.4 A financial statement audited by the accountant for the convention.
- 6.3.1.5 An affidavit, signed before an attorney and duly authenticated, certifying all the above details, in the text attached to this Procedure as **Appendix B**.
- 6.3.2 It is clarified that if there should be changes in the details of the convention as it was held in actual practice as against the details that were furnished to the committee for purposes of obtaining the approval in principle, in a manner that affects the amount of the grant, the grants committee may, in its discretion, reduce the grant in reliance on the actual data of the convention, and in accordance with the extent of the changes. In addition, if the changes in the particulars of the convention lead to non-compliance with the conditions of eligibility, the approval in principle that was given for the convention will be revoked, unless what are involved are changes arising from force majeure or which are not under the applicant's control. Under such circumstances, the committee shall deliberate on and shall pass resolutions in regard to eligibility, where each case is dealt with on its merits.
- 6.3.3 The Authority will be entitled, in its sole discretion, to refer at any stage to the applicant and/or to any third party in order to obtain additional information, including written corroboration, clarifications and supplements, written or verbal, and the applicant undertakes to furnish same. The Authority will further be entitled to check the correctness of the details that were contained in the application with any entity it may see fit, including entities who are not the applicant (such as hotels, business houses and so forth).



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6.4 Stage D – Receipt of the grant

- 6.4.1 The grant will be paid to the applicant after compliance with all the conditions of the Procedure, including fulfilment of all the conditions specified by the committee in the approval in principle, and subject to approval by a representative of the Authority of the Performance Report, including all the attachments thereto, as referred to in Paragraph 6.3.1 above.
- 6.4.2 It is hereby clarified that the grant will be paid after the holding of the convention has ended, and after confirmation of the grants committee that it has been completed.
- 6.4.3 It is further clarified that the grant is contingent upon and subject to the applicant complying with the provisions of the Procedure to the Authority's satisfaction and in accordance with the remaining conditions that may be specified in the approval in principle.
- 6.4.4 Without derogating from what is stated in Paragraph 6.3.2, if the applicant does not comply with all the provisions of the Procedure and the approval in principle, the Authority may, in its discretion and for pertinent and professional reasons that shall be recorded, revoke the approval in principle and/or withhold payment of the grant monies and/or it may demand repayment from the applicant of the payments the applicant has received in accordance with the Procedure, if such payments have been transferred.

7. Marketing and advertising

- 7.1 The Authority will be entitled to order an applicant who has received an approval in principle in accordance with this Procedure to act in the following manner:
- 7.1.1 To add the logo of the Authority and/or the Ministry of Jerusalem and Heritage and/or the Jerusalem Municipality and/or any other logo on which the Authority may decide, to all advertisements in respect of the convention in Israel and abroad, including billboards and the remaining items of information that are disseminated to the public. The publication of any logo shall be made in coordination with the Authority and subject to its prior approval.
- 7.1.2 To take action for exposure of the convention in a manner that will be coordinated with the Authority and will, inter alia, include public relations activity, exposure on the social media, testimonials and photographs.
- 7.1.3 To allow the Authority to place a stand at the convention for purposes of distributing material in regard to grants, incentives, advertisements and various activities of the Authority, without payment.



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7.1.4 To allocate and include a spokesman/s on behalf of the Authority at the convention and/or on panels in the framework of the convention, in coordination with the organizer or initiator of the convention.

7.2 The committee will be entitled to reduce and/or cancel the applicant's entitlement to a grant, if the applicant refuses to act in accordance with the provisions set forth in this paragraph.

7.3 It is clarified that the actions that will be performed in accordance with this paragraph will not have the effect of testifying and/or serving as evidence that the convention complies with the conditions of eligibility for the grant. The applicant cannot make complaints and/or demands against the Authority in the event that the grant is taken away from it, in accordance with the provisions of this Procedure, due to non-compliance with the conditions of the Procedure and/or of the approval in principle that was given to it, even if it performed actions in accordance with this paragraph.

8. **Validity**

8.1 These provisions of Procedure shall be in force for an initiator or organizer of a convention who meets the conditions of eligibility published in the Procedure commencing from the date of publication hereof (hereinafter: "**the Effective Date**"), subject to there being a budget framework, and so long as the provisions of this Procedure are in force.

8.2 The applications will be approved in accordance with the criteria on a "first come, first served" basis, until the budget framework intended for this Procedure has been fully exhausted.

8.3 Participation in the grant in accordance with this Procedure is subject to the receipt of the budgets required for the purpose in accordance with the various government decisions, and in any event of non-receipt of the budgets and/or a stoppage and/or suspension in the transfer thereof – the Authority will be entitled to cease or to suspend the Procedure, as the case may be.

8.4 The Authority may, at any time in its sole and absolute discretion, alter or change the procedures and/or the conditions for implementation of this Procedure, and it may bring about the cancellation of this Procedure, in accordance with the procedures that are binding on it, provided that this shall not have the effect of adversely affecting grants that have already received an approval in principle in accordance with Paragraph 6.2 above.

9. **General**

9.1 All the grants under this Procedure are denominated in nominal values, including V.A.T. (if same applies), and will not be linked to any index.



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- 9.2 An initiator or organizer of a convention will not be entitled to receive a grant from the Authority in respect of the same convention in accordance with another procedure of the Authority.
- 9.3 An initiator or organizer of a convention is entitled to obtain additional support from other entities for the convention in respect of which the application is lodged, but the grants committee will be entitled to take this factor into account in the scope of its considerations regarding support for the application.
- 9.4 The applicant declares that it is aware of the prohibition regarding duplicate financing from government sources (a prohibition that relates to the prevention of a government budget being allocated by different entities for the benefit of the same component in a venture) and of the prohibition on government support in excess of 90% of the cost of the venture. The applicant undertakes to report immediately to a representative of the Authority in the event that an additional budget is received from another governmental source for the field of activity in respect of which this grant is requested, and to act in accordance with the instructions of such representative.
- 9.5 The application form for a grant is published on the Authority's internet website, at the address: www.jda.gov.il (hereinafter: "**the Authority's Internet Website**").
- 9.6 It is clarified that the submission of all the documents required according to this Procedure shall not constitute confirmation that the applicant will be included in the scope of the Procedure and/or that it meets the conditions of this Procedure, and it shall not have the effect of creating any obligation on the part of the Authority to give the grant.
- Only a notice of entitlement signed by the Authority will be binding, and until receipt of a signed notice of entitlement, the Authority will not be liable for anything, including vis-à-vis a convention organizer or initiator who complies with the conditions of eligibility.
- 9.7 This document is solely for purposes of clarification and instruction, and it shall not be treated as a binding document in any manner whatsoever. Only a decision signed by the authorized representatives of the Authority and compliance by the parties submitting the applications with all the conditions specified in the decision, including their signing the deed of undertaking which is attached to the call for proposals for assistance, shall be binding on the parties, and until the signing of such documents the Authority will not be liable for anything whatsoever.



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Date of receipt of the application at the Authority's offices _____

(To be completed by an employee of the Authority)

**APPLICATION FORM FOR GRANT FOR ENCOURAGEMENT OF
"INTERNATIONAL CONVENTIONS HAVING A SCIENTIFIC CHARACTER" IN
JERUSALEM**

[The authorized signatories of the Applicant must sign the form]

Appendix A – Deed of Undertaking

To: Jerusalem Development Authority

Name of initiator/organizer of convention (hereinafter: "**the Applicant**"): _____

Co. No. / Authorized Dealer number: _____

Name of the party reserving the convention (in the case where the Applicant is the organizer): _____

Applicant's address: _____

Email: _____

Telephone: _____

Name of contact person: _____

Name of the convention: _____

Date of the convention: _____ Number of convention days in Jerusalem: _____

Total budget for the convention: NIS _____

Number of anticipated hotel nights for guests of the convention at hotels in Jerusalem: _____

Place at which the convention will be held: _____

Address of site at which the convention will be held: _____

Subjects / content matter of the convention:

Life sciences and medicine, the arts and society, technology, business and economics, agriculture and the environment, transport, energy and infrastructures, - **circle the relevant.**

Brief description about the convention: _____

Estimated number of participants _____ of whom _____ guest participants from abroad: _____

Total estimated percentage participants from abroad: _____

Number of planned hotel nights for guests of the convention at hotels in Jerusalem: _____

Conditions for receiving of grant and the Applicant's obligations

For purposes of examining the Applicant's eligibility to receive the grant, in accordance with the provisions of the "receipt of grant for purposes of encouragement of international conventions in Jerusalem" procedure (hereinafter: **"the Procedure"**), we hereby declare and undertake as follows:

- a. The Applicant is the organizer of the convention or initiator of the convention.
- b. The application is submitted for the holding of an international convention, as defined in the Procedure.
- c. The place for holding the convention is an authorized site as defined in this Procedure.
- d. The time for holding the convention is later **by at least one and half months** than the date of submission of the application for receipt of a grant in accordance with this Procedure, and not more than 12 months from the date of filing of the application.
- e. The Applicant holds all the certificates required in accordance with the Public Bodies (Transactions) Law, 5736-1976.
- f. **We are aware that the rules of eligibility for receiving the grant are in accordance with the provisions of the Procedure.**
- g. We are aware that in the taking of its decisions on the committees, the Authority is entitled to be assisted by consultants or experts, for purposes of taking decisions and/or the making of the necessary examinations for implementing the Procedure and giving the grants, and we will not have any complaints or allegations in this connection.
- h. We are aware that the decisions regarding the giving of the grant, rejection of the application, making the grant subject to conditions and so forth, shall be within the authority of the grants committee, as same is defined in the Procedure (hereinabove and hereinafter: **"the Committee"**).
The decisions of the Committee are final, and we will not have any complaints or allegations in regard to these decisions.
- i. We are aware that the completing of this form does not have the effect of obliging the Jerusalem Development Authority to provide the support.
- j. We are aware that approval of the grant is contingent upon the furnishing of the Performance Report within 45 days from the end of the convention, which contains written corroborations and confirmations as specified in the Procedure.
- k. We are aware that if there should be changes in the details of the convention as actually held and staged, as opposed to the details that were furnished to the committee for purposes of obtaining the approval in principle, in a manner that affects the amount of the grant, the grants committee will be entitled, at its discretion, to reduce the grant in reliance on the actual data of the convention. In addition, if the changes in the details of



the convention lead to non-compliance with the terms and conditions of this Procedure, the approval in principle that was given for the convention will be revoked.

- l. We undertake to act in accordance with the provisions of the Procedure which relate to marketing and advertising, including in relation to the adding of a logo, providing exposure for the convention, and placing of a stand for the Authority at the convention, as particularized in the Procedure. We are aware that the Authority will be entitled to reduce and/or to cancel the Applicant's entitlement to a grant, if the Applicant refuses to act in accordance with the Authority's instructions regarding marketing and advertising, and these instructions do not testify to and/or constitute evidence of the convention complying with the conditions of eligibility for a grant.
- m. We are aware that an initiator or organizer of a convention will not be entitled to receive a grant from the Authority in respect of the same convention pursuant to another procedure of the Authority.
- n. We are aware that activation of the Procedure is contingent upon receiving appropriate government budgets and that in any event that the budgets are not received and/or are stopped and/or the transfer thereof is suspended – the Authority will be entitled to cease or suspend the Procedure and the giving of grants pursuant hereto, as the case may be.
- o. For the sake of good order, it is clarified that our signing of this Deed of Undertaking does not impose any obligation on the Authority to give the grant and/or does not constitute confirmation regarding our compliance with the conditions of the Procedure, and that until such time as the Authority has issued a signed notice of entitlement, in accordance with the provisions of the Procedure, the Authority will not be liable for anything whatsoever, including vis-à-vis applicants who meet the conditions of the Procedure and have been found to be entitled to the grant.
- p. The following documents are attached to this application:

Name of document	Exists / None
Application form for grant – <u>Appendix A</u>	
Detailed program of the convention, which contains information about the duration of the planned convention, the expected number of participants and the number of hotel nights expected at hotels in Jerusalem (including reference to the content and activities of the international convention);	
Planned budget for the convention – details of expenses and income;	
Photocopies of invoices and/or signed reservations from the place at which the convention is due to be held;	
An executive summary about the Applicant (including details of conventions that were held in the past), the scale and extent of operations and the nature of its operations;	



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Certificates pursuant to the Public Bodies Transactions Law, 5726-1976.	
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Name of signatory/ies: _____

Function: _____

Date: _____

Applicant's name

Signature + rubber stamp

The validity of this form is up to 21 days from the date on which it was completed.

Certification by Attorney

I the undersigned hereby certify that the signatories on behalf of _____ I.D. / corporation number _____ (hereinafter: "**the Applicant**") are authorized to bind the Applicant by their signatures, and that all the necessary resolutions were passed according to any law for purposes of the Applicant's signature on this Deed of Undertaking.

Signature and rubber stamp of Attorney

Date



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(To be lodged after holding of the convention)

**Support for receiving grant for purposes of encouraging
"international conventions having a scientific character" in Jerusalem**

[The form must be signed by the authorized signatories of the applicant]

Appendix B – Affidavit regarding holding of the convention

To: Jerusalem Development Authority

We the undersigned, _____ I.D. _____ and _____ I.D.,
_____ the authorized signatories on behalf of the Applicant, after having been warned
that we are obliged to state the truth and that if we do not do so we will be liable to the
penalties prescribed by law, hereby declare in writing as follows:

Name of the initiator / organizer of convention (hereinabove and hereinafter: "**the
Applicant**") _____

Co. No. / I.D. number: _____

Name of party making invitation to the convention (in the case of the Applicant being the
organizer): _____

Applicant's address: _____

email: _____

Telephone: _____

Contact person: _____

1. We make this affidavit further to the application we have submitted for obtaining a
grant in accordance with the **obtaining of grant for purposes of encouraging
international conventions in Jerusalem procedure** (hereinafter: "**the Procedure**")
which was published by the Jerusalem Development Authority (hereinafter: "**the
Authority**").
2. Name of the convention: _____
3. Place for holding of the convention: _____
4. Dates for holding the convention:
 - a. Date: _____;
Hour of commencement:
Time of conclusion:
 - b. Date: _____;
Hour of commencement:
Time of conclusion:



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- c. Date: _____;
Hour of commencement:
Time of conclusion:
- d. Date: _____;
Hour of commencement:
Time of conclusion:

(Details of additional dates on which the convention will be held can be mentioned on a separate page in accordance with the details set forth above).

5. Number of participants at the convention: _____.
6. The following documents are attached hereto as an integral part of this affidavit:
- a. Literal report – as described in the Procedure.
 - b. List of participants at the convention – according to name and I.D. number and classification as to child/adult (above the age of 18).
 - c. Report of hotel nights of participants at the convention who actually stayed overnight at a hotel in Jerusalem – according to name and I.D./passport number, dates of overnight stay and classification into child/adult, which is confirmed by the hotel.
 - d. A financial statement audited by the auditor for the convention.

We declare and confirm that all the details set forth in each of the abovementioned documents are correct and complete.

Name of signatory/ies: _____

Function: _____

Date: _____

Name of Applicant

Signature + Rubber stamp



Certification by Attorney

I, Adv. _____, hereby certify that on _____ there appeared before me Mr./Mrs. _____ I.D. _____ and Mr./Mrs. _____ I.D. _____ who are personally known to me / whom I identified by way of Identity Card, and after I had warned them that they are obliged to state the truth and that they will be liable to the penalties prescribed by law if they fail to do so, they confirmed the correctness of their abovementioned declaration and signed the affidavit before me.

Signature + rubber stamp of Attorney