

Pursuant to Article 57 paragraph 2 of the Law on Tourism Activity ("Official Gazette of the Republic of Macedonia" No. 62/04, 89/08 and 12/09), the Minister of Economy enacted

INSTRUCTION FOR SUBSIDISING FOREIGN ORGANISED TOURISM TURNOVER

GENERAL PROVISIONS

Article 1

This Instruction prescribes the procedure for obtaining subsidies in the foreign organised tourism turnover, the documents necessary for obtaining the subsidies, the type and the period of obtaining them.

Article 2

- (1). In order to stimulate foreign organised tourism turnover tour operators and travel agencies (hereinafter: organisers) may realise subsidies for part of the costs for realised organised tourism air, road and railway transport in 2010. (hereinafter: subsidies).
- (2). Travel agency (tour operator) –organiser of the trip and the stay of foreign guests in Macedonia may obtain subsidies.
- (3). Foreign sports organisation (clubs, national and international sports federations) any association or company, foreign educational institution (university, school) any foreign governmental or non-governmental organisation, foreign cultural-artistic institution and organisation, may obtain subsidies, pursuant to article 6 of the Law on Tourism Activity.
- (4). Organiser that by December 31 of the current year has not settled its obligations of the previous years to Macedonian partners (hotels and other accommodation facilities, travel agencies and other legal entities that provided services for the needs of realising the program of the organiser), as well as all liabilities for the work in previous years, shall not have the right to submit a subsidy request.

Article 3

- (1). Organizers of package arrangements for foreign guests may realise subsidy (hereinafter: Program), which includes:

- Stay in Macedonia with at least 3 Bed and Breakfast realised in all accommodation capacities that professionally offer catering services (hereinafter: accommodation facilities). Accommodation at room and apartment rentals that have not registered performing of tourism activity and do not have categorisation for them is excluded;
- Organised group transport, with specially leased busses, airplanes or at least 10 leased seats in a train from the starting place of the group to the place of using the service in the accommodation facility and return of the group to the same place (bus and train transport during the stay in Macedonia are not included);
- Organised group transport of regular airplane lines or regular railway traffic by coming and leaving of the group (at least 10 persons in a group);
- Organised group transport combined with two transportation means as main transportation means (airplane, bus or train) where the transport means when arriving at certain destination is considered as a main one and for it the request is submitted and

- Round trip- tours (at least 10 persons in group) with organised transport when starting and leaving by plain, bus or train if at least two nights-over are realised with Bed and Breakfast service at different places in Macedonia.

(2). If the organiser with the same bus collects group of tourists at several stops, what is acknowledged are the kilometers passed from the starting place with the first group to the destination of the last group.

If tourists of one organised group when starting and leaving use the same bus or train at several destination on the way, the subsidy is acknowledged for the distance to the final destination.

(3). If several Organisers of a trip use same transport means fully leased, the Organiser that leased it may submit a request for subsidy, enclosing the whole documentation of all organisers.

(4). As exception of paragraph 3 of this Article, each organiser separately may submit a subsidy request, with a written consent of the organizer that has fully leased the transportation means.

BASIC DOCUMENTS FOR ALL TYPES OF PROGRAMS

Article 4

Organisers applying for subsidies, submit the request and the following documentation to the Ministry of Economy:

- Copy of a contract for leasing capacities made with the trading company that works as accommodation facilities that have service of at least bed and breakfast or with Macedonian travel agencies from which they leased the accommodation capacities.
- If accommodation for facilities type of room and/or apartment is leased by Macedonian travel agencies, it is also necessary to submit the following: copy of a contract between Macedonian travel agencies and the accommodation facility as well as a contract between Macedonian travel agencies and catering facilities that provide the services, receipts from the given catering facility for the provided service that clearly show the date, the quantity and the type of provided services;
- Certified list of passengers and confirmation for payment of the accommodation facility or Macedonian travel agencies that leased the capacities for the used services in a SU-3 Form, which is an integral part of this Instruction. If Macedonian travel agency intermediates for the accommodation, it certifies the form, and for each group it is necessary to enclose a confirmation from the accommodation facility and evidence for paid tourism tax (certificate or certified transfer order). For guests for which the accommodation was leased by a Macedonian travel agency, in an accommodation facilities of the type of room and apartments, certified registered stay and payment of a tourism tax for the guests of the list is also done by the tourism bureau in the place where the tourists stayed (if there is such).
- For the bigger programs for airplane and road transport instead of inventory of passengers in a form, also acknowledged is a flight or rooming list certified by the accommodation facility or Macedonian travel agency, with written confirmation, special written statement, between the accommodation facility and the domestic travel agency

that all commitments have been settled, as well as submitted evidence, certified transfer order and copy of the bank statement.

- For foreign tour operators, agencies or organisers of the trip after the payment, a bank statement for the foreign currency inflow is submitted.

ADDITIONAL DOCUMENTATION PER TYPE OF PROGRAM

Article 5

(1). Beside the documents of Article 4 of this Instruction, the organiser also submits the following:

1. Additional documents for bus transport:

- Form of the request SU-1 which is an integral part of this Instruction.
- Copy of the travel order for special bus transport or bill or copy of the bill of the carrier with visible data about: the starting and the final place of the group, number of seats in the bus, date of the carrier and the realised number of kilometers.

2. Additional documentation for airline transport are the following:

- Form of the request SU-1 which is an integral part of this Instruction;
- For full lease of a place a copy of the contract with the air company with visible data on: number of seats in the plane, place of take-off and landing of the plane, number of planned flights (with the first request);
- Copy of the daily report for the flights on the domestic airports as well a confirmation for the landing of charter flights and
- For the regular lines copy of the contract or offer of the airline company or a receipt or copy of the recite of the air line company or copy of the airline ticket.

3. Additional for railway transport it is necessary to submit:

- Form of the request SU-1 which is an integral part of this Instruction
- Copy of the contract with the railway for lease of a coach.

4. Additional for combined and round tours around Macedonia it is necessary to submit:

- Form of the request SU-1 which is an integral part of this Instruction;
- Copy of the group to which the request is related;
- Copy of the contract with a domestic agency or confirmation for a tour from a foreign agency with a domestic agency, which must show if the domestic agency works on behalf and for the account of the foreign agency or is the Organiser that sells program to the foreign agency.

Subsidy is calculated in denars. After deducting the banking costs, the Ministry of Economy pays the calculated denar amount of the subsidy to the Organiser on an account abroad in the national currency of the country in which the Organiser has a head office, i.e. on order of the Organiser.

