

Annex 2:

Preparation Guidelines for the World Chinese Entrepreneurs Convention

(Revised date: December 2025)

1. Introduction

To organise a better World Chinese Entrepreneurs Convention in future, the three Founder Members of the World Chinese Entrepreneurs Convention – Singapore Chinese Chamber of Commerce & Industry, The Chinese General Chamber of Commerce of Hong Kong and Thai-Chinese Chamber of Commerce – made special amendments to this “Preparation Guidelines for the World Chinese Entrepreneurs Convention” after summarising the experience, strengths and weaknesses of the past Conventions. This set of guidelines is intended as a basic guide to assist the hosting organisations in their preparations for hosting the World Chinese Entrepreneurs Convention.

This "Guidelines" is a set of basic guidelines which is used to ensure that each World Chinese Entrepreneurs Convention is maintained at a high standard. It serves as an easy-to-refer “reference guide” for the future hosting organisations when they are preparing for the World Chinese Entrepreneurs Convention, and also used by the Founder Members and World Chinese Entrepreneurs Convention Secretariat to review the progress of the preparations for the Convention.

2. Mission

- 2.1 To provide a useful platform for Chinese entrepreneurs from all over the world to share their thoughts and experiences on certain specialised topics.
- 2.2 To provide opportunities for attendees and guests to network and build business connections with each other.
- 2.3 To arrange an introduction of the hosting country’s economy, business opportunities, and local culture and customs to the overseas delegates and investors.
- 2.4 To provide opportunities for the overseas delegates to showcase their products/services.
- 2.5 To make necessary arrangements for the Founder Members and the World Chinese Entrepreneurs Convention Secretariat to hold meetings and issue appropriate notices or reports before and during the Convention.

3. Organisational Structure

The World Chinese Entrepreneurs Convention is an unofficial convention for Chinese entrepreneurs. The preparation and execution of the Convention shall be led by an appointed hosting organisation (Chinese Chamber of Commerce or similar organisations) and supported and assisted by various government agencies and business organisations in the hosting country/region. Once an organisation has been granted the right to host the Convention, the hosting organisation shall take early action to set up the following committees to start preparations:

3.1 Preparatory Committee

The Preparatory Committee can consist of representatives from major business groups, relevant government agencies, think tanks or institutes of higher learning. The committee shall be responsible for the overall finance, planning and coordination to ensure the success of the Convention. The committee shall also be responsible for regularly submitting the progress report on the Convention to the Founder Members in accordance with the timetable set forth by the Secretariat.

The Preparatory Committee shall be established within one month after the hosting organisation has been granted the right to host the World Chinese Entrepreneurs Convention, and the list of members of the Preparatory Committee shall be submitted to the World Chinese Entrepreneurs Convention Secretariat.

3.2 **Working Committee**

The President/Chairman/Head of the hosting organisation shall set up and lead this Working Committee, and the Vice-Chairman and members of various sub-committees may be appointed to handle the actual organisational work. This committee will be responsible for the overall specific work, including all details of promotional and marketing activities and project execution, and appoint a designated personnel to liaise with the World Chinese Entrepreneurs Convention Secretariat.

The Working Committee shall be established within two months after the hosting organisation has been granted the right to host the World Chinese Entrepreneurs Convention, and the list of members of the Working Committee shall be submitted to the World Chinese Entrepreneurs Convention Secretariat.

4. **Programme/Activities during the Convention**

4.1 **Theme**

The theme of the Convention must focus on and reflect current economic and business trends, and remain apolitical.

4.2 **Guest Speakers**

To make the Convention more representative, the guest speakers must come from different fields such as business, academia, public service, etc. The proposed topics shall avoid political issues, be in line with the theme of the Convention, and be related to the world economy, trade, technological development and matters of concern to Chinese entrepreneurs. Clinching the guest speaker slot through sponsorship or participation in the Convention exhibition is strictly prohibited.

4.3 **State-level VIPs**

The Convention shall invite the incumbent Head of State (Prime Minister or Deputy Prime Minister equivalent) of the hosting organisation's country or region and the government leaders of China (Vice-Chairman of The Chinese People's Political Consultative Conference, Vice-Chairman of the National People's Congress, Chairman of the All-China Federation of Industry and Commerce) to attend either the Opening Ceremony or the Closing Ceremony as VIPs.

4.4 **Opening Ceremony**

- a) The state-level VIP of the hosting country will attend and lead the Opening Ceremony, and deliver a keynote address within a reasonable time frame.

The order and number of keynote speakers at the Opening Ceremony are as follows:

- i. Representative of the hosting organisation (one person)
 - ii. Representative of the Founder Members: Secretariat (one person)
 - iii. China's official high-level leadership representative (one person)
 - iv. Local governor of the hosting country (one person)
 - v. Head of State of the hosting country (one person)
- b) The keynote address by the representative of the Founder Members must be delivered immediately after the keynote address by the representative of the hosting organisation.



- c) To show respect for the Founder Members of the World Chinese Entrepreneurs Convention, special VIP seats must also be arranged at the Opening Ceremony and other major events for the delegates of the Founder Members, namely, the leader of the Singapore, Hong Kong and Thailand delegations, in addition to the VIPs invited by the hosting organisation.

4.5 **Keynote Speech**

A renowned and outstanding speaker will give a keynote speech on the theme of the Convention after the Opening Ceremony.

4.6 **Plenary Meeting**

A minister of the hosting country or the head of a relevant economic organisation may be arranged to introduce the hosting country's economy and business opportunities, and hold a dialogue with the attendees as the agenda of the Convention.

4.7 **Breakout Forums / Workshops**

Distinguished entrepreneurs, academics, and government officials from the hosting country and abroad will deliver speeches based on the theme of the Convention and have dialogues with the attendees. The number of breakout forums organised shall be according to the ratio of 1:500, wherein for every 500 attendees, there shall be 1 breakout forum, and each breakout forum should accommodate not more than 500 attendees (e.g. if there are a total of 3,000 attendees, there should be a total of 6 breakout forums).

In keeping with continuing the legacy of the Convention and Chinese businesses, a breakout forum for young entrepreneurs shall be set up to discuss the issues relevant to them.

Breakout forums on economic and trade agreements related to the hosting country's region or topics relevant to Chinese entrepreneurs shall be organised, such as "The Belt and Road Initiative", "ASEAN Economic Community", "Trans-Pacific Partnership", etc.

4.8 **Interaction/Networking with Delegates**

The Convention may also consider arranging networking sessions to allow delegates from different countries to express their opinions or share the special circumstances or relevant information of their country with the attendees. These networking sessions must be arranged in advance by the hosting organisation and ensure that the statements to be made are appropriate and non-commercial in nature.

4.9 **Welcome Banquet**

The welcome banquet shall be kept simple and arranged round-table style to allow the guests to have more time for networking. At the welcome banquet, the hosting organisation can arrange appropriate cultural performances for the guests to have an enjoyable evening.

4.10 **Closing and Handover Ceremony**

- a) This is also an important ceremony for the World Chinese Entrepreneurs Convention. Through this ceremony, the person-in-charge from the hosting organisation has the opportunity to express his/her gratitude to all the delegates attending the Convention.
- b) The World Chinese Entrepreneurs Convention Secretariat/Founder Members will take this opportunity at the Closing Ceremony to deliver an essential speech and announce the hosting organisation and country of the next World Chinese Entrepreneurs Convention. The World Chinese Entrepreneurs Convention Secretariat, the current and the next hosting organisation shall also make appropriate arrangements to ensure smooth handover. State-level VIPs shall attend the Closing Ceremony and deliver a closing address.



- c) The speech by the representative of the Founder Members must be delivered immediately after the speech by the representative of the hosting organisation.
- d) After the next hosting organisation and country is announced by the Founder Members, the person-in-charge from the next hosting organisation will give a brief address and then give a preliminary introduction of the next hosting country.

Sequence of Proceedings for the Closing Ceremony and Handover Ceremony of each Convention (biennial):

(every Convention starting from 2023 onward)

- i. Speech by the representative of the hosting organisation (one person)
- ii. Speech by the representative of the Founder Members (one person)
- iii. Representative of the Founder Members announces the next hosting organisation and country, and the date of invitation to bid for the next two Conventions (one person)
- iv. Handover of the Convention flag
Handover of the Convention flag from the current hosting organisation to the hosting organisation of the next Convention, witnessed by the three Founder Members
- v. Speech by the representative of the next hosting organisation (one person)
- vi. Performance by the next hosting organisation
- vii. Banquet begins

Sequence of Proceedings for the Closing Ceremony and Handover Ceremony for every three Conventions (six years):

(2029, 2035, 2041... and so on)

Handover of the World Chinese Entrepreneurs Convention Secretariat, handover of the next hosting organisation, and Closing Ceremony

- i. Speech by the representative of the hosting organisation (one person)
 - ii. Representative of the Founder Members expresses gratitude to the hosting chamber of commerce (one person)
 - iii. Handover Ceremony of the Secretariat:
 - Announcement of the transfer of duties from the current Secretariat to the new Secretariat
 - Transfer of the Convention official seal from the former Secretariat to the new Secretariat, witnessed by another Founder Member
 - Speech by the representative of the new Secretariat
 - Joint presentation of souvenir by the new Secretariat and the third Founder Member to the former Secretariat
 - iv. Handover Ceremony of the World Chinese Entrepreneurs Convention
 - Representative of the Founder Members announces the next hosting organisation and country, and the date of invitation to bid for the next two Conventions
 - v. Handover Ceremony of the Convention flag
Handover of the Convention flag from the current hosting organisation to the hosting organisation of the next Convention, witnessed by the three Founder Members
 - vi. Speech by the representative of the next hosting organisation (one person)
 - vii. Performance by the next hosting organisation
 - viii. Banquet begins
- e) If the hosting organisation wishes to hold a souvenir exchange ceremony, it can arrange for the ceremony to be held during the welcome banquet.

4.11 Advisory Committee Meeting

The hosting organisation must provide meeting venues for the Advisory Committee Meetings, including meeting facilities such as table mikes, projector, etc., as well as make arrangements for working lunches.

4.12 Founder Members Meeting

The hosting organisation must provide meeting venues for the Founder Members Meetings, including meeting facilities such as table mikes, projector, etc.

4.13 Charitable Activities

The hosting organisation shall carry out charitable activities at the hosting country or region during the Convention to establish a good image of overseas Chinese and Chinese entrepreneurs, and create a positive branding for the World Chinese Entrepreneurs Convention. These activities can be of any kind such as culture and education, charity and welfare, environmental protection, etc.

4.14 Entertainment

Entertainment programmes shall be of high calibre while reflecting the cultural features of the hosting country/region. These programmes shall also try to create opportunities for the delegates to have more in-depth interaction.

4.15 Sightseeing Tours

Sightseeing tours may include attractions or places in the hosting country/city that are rich in cultural/historical significance, so that delegates from foreign countries can have a better understanding of the hosting country and local customs.

4.16 Business Missions

Different from the normal sightseeing tours, the places of interest for business missions are industrial and infrastructure facilities, including ports, airports, high-tech development centres, research laboratories, etc.

4.17 Exhibition and Business Networking Meetings

The purpose of the exhibition and business networking meetings is to encourage delegates from different countries and regions to showcase their products and services and establish business connections during the Convention. Therefore, it is best for the hosting organisation to send out relevant information about the exhibition together with the key promotional materials of the Convention.

Proper arrangements shall be made for the display materials brought by the different delegations so that the materials can be displayed or distributed to all attendees as soon as possible.

4.18 Programmes for Family Members

Many delegates often bring their family members or accompanying staff to the Convention. The hosting organisation can consider arranging one or two programmes or cultural activities that are especially interesting for their family members or accompanying staff to have an enjoyable stay.

5. World Chinese Entrepreneurs Convention Logo / Language of Use / Funds

5.1 World Chinese Entrepreneurs Convention Logo

The permanent logo of the World Chinese Entrepreneurs Convention (attached below for reference) must be adopted as the Convention logo. The hosting organisation must use the permanent logo of the World Chinese Entrepreneurs Convention and the logo of the hosting organisation only, on all materials, regardless of any form, that are released to the public to promote the World Chinese Entrepreneurs Convention.



5.2 **Language of Use**

Chinese shall be the chief language of use during the World Chinese Entrepreneurs Convention. In countries and regions where Chinese is not the native language, English and the local language of the hosting country can be used as a supplementary language of use.

5.3 **Interpretation/Translation of Text**

Speeches and other relevant materials of the Convention shall be provided in English for the convenience of the delegates who come from different parts of the world, and where Chinese is not a predominant language. The Convention shall also be equipped with simultaneous interpretation equipment.

5.4 **Fees**

a) The Convention is a non-profit event, hence, the hosting organisation must adhere to non-profit principles when formulating related stipulated fees of the Convention, and when necessary, make public the income and expenditure accounts for the Founder Members' reference.

b) **Fees Charged for Family Members**

A discount on the fees charged shall be offered for the delegates' families. This encourages more delegates and their families to join the Convention together, to build momentum and establish extensive business connections through the Convention.

c) **Stipulated Fees for Delegates and their Families**

Each delegate: US\$550

Each family member: US\$450

The Founder Members will review the stipulated fees once in every two years.

5.5 **Sponsorship Funds**

Although sponsors' financial assistance to the Convention is very important, the hosting organisation must not allow sponsors to dominate the Convention or dominate the operation of the Convention such as the programmes, keynote speakers, etc. However, sponsors can still play a part during meal breaks, entertainment programmes, and sightseeing tours/industry visits. Most importantly, the hosting organisation must ensure that sponsorship activities will not make the Convention too commercialised. The hosting organisation shall examine and regulate the advertising and exhibition content when seeking sponsors for the Convention.



6. Convention Venue / Accommodation / Reception / Service

6.1 Convention Venue

- a) The venue of the Convention shall be limited to one location and located at major cities or tourist destinations in relevant countries and regions, with access to convenient international airports and a wide variety of hotel facilities.
- b) The venue of the Convention shall be confirmed in advance and ensure that all delegates attending the Convention can be accommodated at the same location.
- c) Should unavoidable circumstances arise wherein the Convention must be held separately in two places in the same country/region, the hosting organisation must provide convenient transportation at its own expense.

6.2 Designated Convention Hotel

- a) Sufficient number of rooms shall be reserved at the major hotels hosting the Convention to avoid difficulties in communication caused by members of a large delegation being scattered in different hotels.
- b) Delegates are allowed to make their own hotel accommodation arrangements. If the delegates choose to stay in non-designated hotels, the hosting organisation should remind the delegates that they may need to make their own transport arrangements to and from the Convention.

6.3 Accommodation / Reception

Each delegation shall have at least one director and one secretariat staff responsible for liaison and reception. The responsibilities of the contact person include receiving the delegation at the airport, assisting delegates in registration, and informing the leader of the delegation to take note of the agenda and arrangements during all the ceremonies and banquets. The contact person shall work closely with the secretaries of the different countries' delegations to help resolve the problems faced by the team and to communicate cordially with the members in a common language.

6.4 Meals / Beverages

- a) In terms of meal choices and seating arrangements, due consideration shall be given to the quantity and variety of food, and the convenience and comfort of the dining place.
- b) In view of the large number of delegates attending the Convention, which include many VIPs, it is necessary to arrange appropriate environmental and sanitation checks to prevent food poisoning incidents.

6.5 Supply of Convention Materials / Reports

- a) The hosting organisation must submit in advance, all Convention materials which will be made public, such as websites, videos and other related content, to the Founder Members for approval. Convention materials that are not approved must not be made public through any channels.
- b) The Convention materials and information kits shall be handed to each delegate at the time of registration. If registration is conducted at each designated hotel, the registration counter shall ensure that there are sufficient information kits. If registration is conducted at the Convention venue, the registration counter should have sufficient staff and information kits to cope with the sudden arrival of a large number of attendees.



- c) Every Convention is responsible for the publication of a commemorative album detailing the major proceedings of the Convention, including excerpts of the keynote speaker(s) and a list of participating organisations and individual delegates. The commemorative album must be sent to all participating organisations and the World Chinese Entrepreneurs Convention Secretariat within one year after the conclusion of the Convention.

6.6 Photography/Videography

The Convention may arrange to provide photography and videography services for the different major delegations for documentation and commemorative purposes. The Convention shall be responsible for submitting a tape or CD recording of the proceedings of the Convention to the Secretariat for archival.

7. Convention Delegates

Delegates attending the Convention are Chinese entrepreneurs, leaders of chambers of commerce or similar business organisations from different countries and regions in the world. In order for all Chinese business organisations to send balanced and representative teams to participate in the Convention, it is necessary for the hosting organisation to ensure that the vast majority of attendees of the Convention are not from a single country. The Preparatory Committee of the Convention should consider the expected number of delegates, the overall reception capacity of the venue of the Convention and the number of delegates of the largest delegation before carrying out the promotional activities of the Convention.

The ratio of overseas delegates, Chinese delegates, and local delegates of the hosting country is 1:1:1.

If the Convention is held in mainland China, Hong Kong or Macau, the ratio of China delegates to overseas delegates is 2:1.

8. Privileges

8.1 Delegate Rankings

- a) VVIP: One highest-ranking leader from each of the three Founder Members' delegations, and China's Vice-ministerial level and above (including vice-ministerial level leaders, Convention guest speakers, keynote speakers, hosts, and sub-forum keynote speakers, guests and moderators)
- b) VIP: One highest-ranking leader from the Advisory Committee of the World Chinese Entrepreneurs Convention, and China's Bureau-Director level and above (including Bureau-Director)
- c) Guest: Leader of the delegation with more than 30 delegates
- d) Ordinary Convention attendee
- e) Family members
- f) Accompanying staff
- g) Overseas media

8.2

	Privileges	VVIP	VVIP Family Member/ Accompanying staff (1 person)	VIP	VIP Family Member/ Accompanying staff (1 person)	Guests	Overseas Media
a)	Accommodation fees waived	✓	✓	✓			✓
	Accommodation standard	Suite	Standard Room	Standard Room			Standard Room
b)	Registration fees waived	✓	✓	✓	✓	✓	✓
c)	Dedicated transport arrangement and assistant	✓					
d)	Meeting and banquet seating arrangement	VIP main table		VIP second table		Second to VVIP, VIP	
e)	Convention seating arrangement	Front row VVIP seat		Second only to VVIP		Second to VVIP, VIP	
f)	Formal meeting and group photo-taking with the government officials of the hosting organisation's country	✓					

8.3 Two staff members from each of the three Founder Members' delegations shall have their registration and accommodation fees waived.

Accommodation standard: 2 guests in one standard room.

8.4 Two staff members of the World Chinese Entrepreneurs Convention Secretariat shall have their registration and accommodation fees waived.

Accommodation standard: 2 guests in one standard room.

8.5 The privileges stipulated above is the minimum standard that the hosting organisation must meet. Other additional benefits may be decided by the hosting organisation according to its own financial resources.

9. Security Measures

The Convention must provide appropriate security facilities to identify delegates and invited guests. Appropriate security checks must be conducted during important occasions such as the Opening Ceremony, where government ministers or the Head of State will be present. As this is an international convention with delegates from all over the world, security facilities are especially important.

10. Invitation/Promotional Activities

- 10.1 The hosting organisation shall start sending out the invitations at least nine months before the Convention. The hosting organisation shall also report the progress to the Secretariat every three months after the invitations are sent, such as the method of invitation, number of people invited, results of inviting the Head of State and other VIPs to be present at the Opening and Closing Ceremonies, key panelists for the main and breakout forums, and the delegates from different countries and regions.
- 10.2 The hosting organisation shall launch an online publicity campaign eight months before the Convention, and upload important information of the Convention to the website. The publicity brochure used for pre-registration shall be published and sent to the various Chinese chambers of commerce or similar business organisations, six months before the Convention.
- 10.3 The Convention brochure used for pre-registration shall be published and distributed to the various Chinese chambers of commerce or similar business organisations six months before the Convention.
- 10.4 The Convention may also provide all promotional materials and registration forms through the Internet and social media. All inquiries regarding the Convention shall be answered in a timely manner by e-mail.
- 10.5 A contact point shall be set up through the Chinese chambers of commerce or similar business organisations in the various countries or regions, to fully coordinate and represent the delegates from the country or region.
- 10.6 In those countries or regions that do not have Chinese chambers of commerce or similar business organisations, the hosting organisation may try other methods, such as organising groups for interested participants through contacting banks or other bilateral organisations with Chinese business clients.
- 10.7 The hosting organisation must coordinate and make arrangements with relevant local authorities one week before the Convention, to ensure that there are obvious banners/signs around the airport or in the Central Business District area leading to the Convention venue.

11. News Coverage

The hosting organisation shall provide information regarding the Convention in a timely manner to all major media (television, newspapers, magazines, etc.) so that the Convention can be fully reported locally and internationally.

12. Logistics / Manpower / Transportation

Any Convention instructions and arrangements shall be clearly communicated to all delegations and last-minute changes shall also be avoided. Should the delegates attending the Convention need to travel from different hotels to the Convention venue, the hosting organisation shall ensure that coaches will be used to pick up and transport the delegates from the hotel designated by the Convention, and leave on time as scheduled. The instructions given should not change at any time and cause the delegations to be at a loss. All Convention staff should be familiar with any reception and arrangements so as to provide the delegations with reliable information and appropriate assistance.

Due to the large scale of the Convention and the diversity of attendees, the hosting organisation must mobilise sufficient manpower to meet the needs of individual events.

13. Preparation Timeline for the Hosting Organisation

13.1 Convention Preparation Plan

The hosting organisation shall plan and discuss in detail the overall preparation plan of the Convention, including the theme of the Convention, welcome banquet, format and venue set-up of the Opening Ceremony, topics for the plenary and breakout forums, venue set-up for the panelists of each forum, format and venue set-up of the Closing Ceremony, venue set-up of the closing banquet, sightseeing routes, hotel reservations, meal arrangements, transportation between the airport and Convention venue, reception, business networking sessions during the Convention, programmes for family members, promotional activities, invitation, Convention gifts and information kit design, reports on the Convention and event photography, safety and security, etc.

The hosting organisation shall complete the preparation plan (draft) for the Convention and submit it to the World Chinese Entrepreneurs Convention Secretariat within six months after the hosting organisation has been granted the right to host the World Chinese Entrepreneurs Convention.

13.2 Follow-up Preparation

After receiving the draft of the preparation plan for the Convention, the World Chinese Entrepreneurs Convention Secretariat will submit it to the other two Founder Members as soon as possible, collate the amendments suggested by the three Founder Members and inform the hosting organisation within two months. The Preparatory Committee shall further adjust and improve on the preparation plan accordingly.

After the first on-site inspection by the three Founder Members (12 months after the hosting organisation is appointed), the hosting organisation shall inform the World Chinese Entrepreneurs Convention Secretariat about the preparation progress every three months (every quarter).

14. Founder Members' Site Inspection Timeline

14.1 First Inspection by the Founder Members

In the 12th month after the hosting organisation has been granted the right to host the World Chinese Entrepreneurs Convention, the three Founder Members will visit the hosting country (region) to listen to the hosting organisation's preparation progress report, and inspect the venues, hotels, transportation, etc.

14.2 Second Inspection by the Founder Members

Three months prior to the Convention, the Founder Members will visit the hosting organisation for a second on-site inspection and listen to the hosting organisation's preparation progress report.

14.3

Two days before the Convention, the three Founder Members will send representatives to the hosting country/region in advance to check on the relevant work. The hosting organisation shall cooperate fully and make relevant adjustments in accordance with the opinions of the Founder Members. Once all the proceedings of the Convention have been confirmed, the hosting organisation shall not make any changes without the consent of the three Founder Members.

15. Deposit / Administrative Fees

- 15.1 Within three months after the hosting organisation is appointed, the hosting organisation must pay the World Chinese Entrepreneurs Convention Secretariat a deposit of US\$40,000, to ensure that the incumbent Head of State of the hosting organisation's country or region and the government leaders of China are present at either the Opening Ceremony or the Closing Ceremony. If the hosting organisation fulfils this obligation, it will be reimbursed with the said deposit (interest non-inclusive) after the conclusion of the Convention. However, should the hosting organisation fail to fulfil this obligation, the deposit shall be forfeited and used for the World Chinese Entrepreneurs Convention.
- 15.2 Within three months after the hosting organisation is appointed, the hosting organisation must pay the World Chinese Entrepreneurs Convention Secretariat a deposit of US\$50,000, to ensure that charitable activities are carried out at the hosting country or region during the Convention, in order to establish a good image of overseas Chinese and Chinese entrepreneurs, and create a positive branding for the World Chinese Entrepreneurs Convention. If the hosting organisation fulfils this obligation, it will be reimbursed with the said deposit (interest non-inclusive) after the conclusion of the Convention. However, should the hosting organisation fail to fulfil this obligation, the deposit shall be forfeited and the Secretariat shall use it for the charitable activities held at the hosting country or region, on behalf of the hosting organisation.
- 15.3 Within three months after the hosting organisation is appointed, the hosting organisation must pay the World Chinese Entrepreneurs Convention Secretariat a deposit of US\$50,000, to ensure that other organisations do not hold any unrelated conferences at the hosting venue without prior approval from the Founder Members. Should a serious breach of guiding principles transpire on the part of the hosting organisation, the deposit shall be forfeited.
- 15.4 Within three months after the hosting organisation is appointed, the hosting organisation must pay the World Chinese Entrepreneurs Convention Secretariat a non-refundable administrative fee of US\$10,000 which shall be used to support the administrative costs of the World Chinese Entrepreneurs Convention Secretariat for assisting the hosting organisation in managing the Convention and other expenditures. Should the hosting organisation fail to host the Convention as scheduled, or the Founder Members terminate the appointment of the organisation as the host of the Convention, the administrative fee shall be forfeited.

16. Founder Members and the World Chinese Entrepreneurs Convention Secretariat

Singapore Chinese Chamber of Commerce & Industry

Address: Singapore Chinese Chamber of Commerce & Industry
9 Jurong Town Hall Road #04-01, Trade Association Hub
Singapore 609431

Tel: (65) 6337 8381

Fax: (65) 6339 0605

E-mail: corporate@sccci.org.sg

Website: <http://www.sccci.org.sg>

The Chinese General Chamber of Commerce of Hong Kong (World Chinese Entrepreneurs Convention Secretariat)

Address: The Chinese General Chamber of Commerce
4/F, 24-25 Connaught Road, Central, Hong Kong

Tel: (852) 2525 6385

Fax: (852) 2845 2610

E-mail: cgcc@cgcc.org.hk

Website: <http://www.cgcc.org.hk>

World Chinese Entrepreneurs Convention Secretariat

E-mail: wcec-secretariat@cgcc.org.hk

Website: <http://www.wcecofficial.org>

Thai-Chinese Chamber of Commerce

Address: Thai-Chinese Chamber of Commerce
Thai C. C. Tower 9th Floor, 43 South Sathorn Road,
Bangkok 10120, Thailand

Tel: (662) 02-6758 577~84

Fax: (662) 02-2123 916, 02-2123 917

E-mail: info@thaicc.org

Website: <http://www.thaicc.org>

17. World Chinese Entrepreneurs Convention Advisory Committee Members

The World Chinese Entrepreneurs Convention Advisory Committee (Advisory Committee) consists of organisations that have hosted the World Chinese Entrepreneurs Convention.

Its purpose is to strengthen exchanges and connections among the hosting organisations. The Advisory Committee meeting is held once a year.

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|-----|------------------------------------|--|
| 1. | The 1st and 11th WCEC (1991, 2011) | : Singapore Chinese Chamber of Commerce & Industry |
| 2. | The 2nd WCEC (1993) | : The Chinese General Chamber of Commerce of Hong Kong |
| 3. | The 3rd and 16th WCEC (1995, 2023) | : Thai-Chinese Chamber of Commerce |
| 4. | The 4th WCEC (1997) | : Chinese Entrepreneurs Society of Canada |
| 5. | The 5th WCEC (1999) | : Associated Chinese Chamber of Commerce and Industries of Australia |
| 6. | The 6th WCEC (2001) | : All-China Federation of Industry and Commerce |
| 7. | The 7th and 17th WCEC (2003, 2024) | : The Associated Chinese Chambers of Commerce and Industry of Malaysia |
| 8. | The 8th WCEC (2005) | : Korea Chinese Chamber of Commerce & Industry |
| 9. | The 9th WCEC (2007) | : Chinese Chamber of Commerce in Japan |
| 10. | The 10th WCEC (2009) | : Federation of Filipino-Chinese Chambers of Commerce and Industry |
| 11. | The 12th WCEC (2013) | : China Federation of Overseas Chinese Entrepreneurs |
| 12. | The 13th WCEC (2015) | : Indonesian Chinese Entrepreneur Association |
| 13. | The 14th WCEC (2017) | : Myanmar Chinese Chamber of Commerce |
| 14. | The 15th WCEC (2019) | : UK Chinese Business Association |
| 15. | The 18th WCEC (2025) | : The Macao Chamber of Commerce in Macao |