

WHO WE ARE AND WHAT WE DO:

The Lisboa Convention Bureau is a department of Turismo de Lisboa, a nonprofit private association. We were founded in 1987 and currently have 200 members. Our main goal is to promote Lisboa as a prime destination for International events. We provide expert local advice to event organizers and our services are free and impartial.

Services include:

- Bid assistance
- Suggestion and liaison with local suppliers : DMC's , PCO's , Meeting facilities, Hotels and Venues
- Host and assistance for Site inspections
- Expert local Knowledge
- Lisboa Financial Program
- Promotional support – videos, Lisboa invites brochure and digital images

Let our team help you discover WHY LISBOA can be an extraordinary experience for your event!



THE LISBOA FINANCIAL PROGRAM

We have available the Lisboa Financial Program for events taking place in Lisboa.

Applications for the Lisboa Financial Program are responsibility of the Lisboa Convention Bureau, according to the pre-requisites on the application form. To apply please contact the Lisboa Convention Bureau – [www.visitlisboa.com /at!@visitlisboa.com](http://www.visitlisboa.com/at!@visitlisboa.com)

Here are some details:

International events such as congresses, conferences and meetings are eligible

Applications are to be done during the bidding stage of the event

Events should take place in the city of Lisboa

When the funding is approved, the Organizer will receive a formal email, confirming the sponsorship with - Name of the event, dates, amount of sponsorship approved;

The level of support for association and corporate events taking place in Lisboa is granted according to the chart below and based on the estimated number of participants:

PARTICIPANTS	High season (April to October)	Low Season (November to March)
50-300	€4,000	€4,800
301-600	€6,500	€7,800
601-1200	€5,000	€7,000
1201-2700	€7,500	€10,500
2701-3800	€10,000	€14,500
3801-5400	€12,500	€18,000
5401-10000	€7,500	€14,000
10001-12000	€15,000	€28,000
OVER 12000	€25,000	€40,000

This program is fully paid by Turismo de Lisboa to the event organizer after the event takes place and with the final report validated. The Lisboa program will remain active as long as it is provisioned by the Lisboa Tourism Development Fund (FTDL) and the specific funding allocations continue to be included in the Lisboa Tourism Association's (Turismo de Lisboa) annual budget.

As an alternative,

NATIONAL FUNDING

This funding is based on estimated bednights. Please see levels of support below:

LEVELS OF SUPPORT BASED ON BEDNIGHTS

LISBOA	FROM 300 TO 599	FROM 600 TO 1199	FROM 1200 TO 1799	FROM 1800 TO 2699	FROM 2700 TO 3599	FROM 3600 TO 5399	FROM 5400 TO 7199	FROM 7200
	-	€5,000	€7,500	€10,000	€12,500	€15,000	€25,000	€50,000

Turismo de Lisboa/Lisboa Convention Bureau is responsible for the bidding applications for this funding as well.

This financial support is approved by Turismo de Portugal and paid 25% by Turismo de Lisboa and 75% by Turismo de Portugal.

Valid until December 31, 2021.

All the information in this booklet including capacities and schedules, DO NOT reflect the COVID 19 restriction's. The information herein reflects normal capacity. Each company will be able to provide information on their current capacity and other details, so feel free to reach out to us.