

ICR 0625-0143 Domestic and International Clients Export Svcs & Customized Forms QUESTIONS LIST

Category	Content
Client Type	U.S. organization
Client Type	Foreign organization
Client Type	Other
Client Type	Researcher
Client Type	Student
Client Type	General population
Contact Information	Alternate contact title
Contact Information	Alternate contact email
Contact Information	Alternate contact tel
Contact Information	Salutation
Contact Information	First name
Contact Information	Last name
Contact Information	Contact first name
Contact Information	Contact last name
Contact Information	Title
Contact Information	Telephone
Contact Information	Daytime phone number
Contact Information	Fax
Contact Information	Office phone
Contact Information	Cell/Mobile number
Contact Information	Affiliation
Contact Information	Email
Contact Information	User ID and password
Contact Information	Address 1
Contact Information	Address 2
Contact Information	City
Contact Information	State
Contact Information	Zip Code
Contact Information	Website
Contact Information	Contact Person: (Designated point of contact for the Applicant, which may be an independent third-party representative, if applicable) First name, Last name, Company, Telephone, Title, Email
Contact Information	Resume/Bio
Contact Information	Please enter your name as you would like us to use it: Prefix, First name, Middle initial or Name (if used), Last name, Suffix (if used)
Contact Information	In one brief sentence, please describe your work.
Contact Information	Please provide your work contact information. You may use a personal email address if preferred. Your position, Company/Organization name, Business address, City, State, Zip Code, Email, Phone number, Compay/Organization website
Contact Information	Position
Contact Type	Primary
Contact Type	Administrative
Contact Type	Purchaser
Contact Type	Recipient/End user
Contact Type	Requestor
Contact Type	Decision maker
Contact Type	President/CEO
Contact Type	Auditors
Contact Type	Shareholders
Contact Type	Board of Directors
Contact Type	International marketing
Contact Type	Manager
Contact Type	Banker

Contact Type	In-country representative
Contact Type	Mission sponsor
Contact Type	Principal U.S. subcontractors
Contact Type	Alternate contact
District Export Council/Committee	Please select your District Export Council/Committees:
District Export Council/Committee	Are you a member of the District Export Council/Committee? (Y/N)
District Export Council/Committee	Please provide a brief statement with your qualifications to be a DEC Member. You may include: Awards received or professional honors, Trade issues you are interested in, Other community work. Per the DEC Manual, you must disclose if you represent one or more foreign governments, including as Honorary Consuls, or are employed by an entity owned by or affiliated with a foreign government. This may disqualify you from appointment to a DEC. Determination of eligibility is made on an individual basis based on the individual's ability to carry out the duties of a DEC Member representing solely the interests of the U.S. exporting community without the influence of foreign government interests, as well as the potential of the foreign appointment to raise appearance issues.
E-Awards	Application Information: Type of application Choices: E Award for Exports; E Award for Export Service; E Star Award for Exports; E Star Award for Export Service
E-Awards	E Star Applicants: Year of previous E Award receipt
E-Awards	E Award for Exports or E Star Award for Exports Applicants: U.S. Export Statistics: Provide figures for each of the past four (4) years (either calendar or corporate fiscal), plus your most recent quarterly data. Data should include shipments to Canada and Mexico, but not Puerto Rico or the U.S. Virgin Islands. Do not include income from licensing agreements in sales figures; list licensing income separately
Educational Institution Data	Additional organization information: Educational Institution: (Please select all that apply) Four-Year College/University, Graduate School/Program, Two-Year College, High School/Boarding School, English Language Program, Public/Private/Non-Profit, Private/For-Project, Other (Please specify) Primary NAICs Code(1): Only complete if a Private/For-Profit Institution Average Annual Revenues(2): Only complete is a Private/For-Profit Institution
Educational Institution Data	Accrediting type and body:
Educational Institution Data	Do you have recruitment partners selling your courses online?
Educational Institution Data	When your educational institution is assessing potential partners, including recruitment agents in target markets, is the ability of partners to assist with online program promotion and/or recruitment a primary qualifier?
Educational Institution Data	Does your educational institution understand online transaction options and patterns for your courses and training in target markets? (e.g. market intel on consumer behavior in the education sector)
Educational Institution Data	Type of educational institution:
Educational Institution Data	Total number of undergraduate/graduate students:
Educational Institution Data	Accrediting body:
Educational Institution Data	List degrees offered:
Educational Institution Data	Please list any specific educational institutions, associations, agents, etc., that we should not contact.
Educational Institution Data	Does your educational institution have cross-border sales channels for online courses for credit or offer online classes of any kind? If so, is it being offered through your own website, marketplace, social media or in-country partner?
Educational Institution Data	Please provide 2-3 keywords that visitors would use to search for your school in a search engine:
Educational Institution Data	Does your educational institution employ in-house talent to manage your online presence? If so, in what capacity, (e.g. C-suite, digital marketing department, single webmaster, or do you use a contracted 3rd party service provider?
Educational Institution Data	Do your in-country agents have an established online recruitment reputation and robust online recruitment channel network?
Educational Institution Data	Number of international students on campus:

Educational Institution Data	Number of international students from the country of interest:
Educational Institution Data	Brief description of your educational institution.
Educational Institution Data	Describe the programs/degrees and any unique programs or characteristics.
Educational Institution Data	Do you have the following available for international students (check all that apply)?
Educational Institution Data	Minimum TOFEL score required:
Educational Institution Data	Do you accept IELTS?
Educational Institution Data	If setting up an overseas campus, please describe the financial benefits to the U.S.
Educational Institution Data	If academia, please check which best describes you: Faculty/Business; Faculty/Education; Faculty/Other; Student/Business; Student/Education; Student/Other
Events & Activities	Describe the event in which the USG official is to participate (e.g., site visit, announcement, ribbon-cutting, business agreement signing).
Events & Activities	What is your latest information on the status of this event?
Events & Activities	What additional actions must occur before the event can materialize (e.g., financing needs to be secured, permits obtained, Ministry approval, etc.)?
Events & Activities	A draft press release from your company announcing the event.
Events & Activities	Specific points you would like the U.S. government official to highlight regarding the event:
Events & Activities	List any specific organizations, from the private and public sectors, with whom you know you wish to meet.
Events & Activities	Outline of promotional campaign to be conducted in recruiting mission (e.g., mailing, fax campaign, brochure distribution at other trade events, radio spots). Be as specific as possible and include target dates, when available.
Events & Activities	Deadline for accepting applications from participants:
Events & Activities	Proof, such as a copy of letter of invitation, that your mission has a host organization in countries that require such as arrangement (e. g., China).
Events & Activities	Specify any need for special space and/or equipment for audiovisual presentations or technical programs.
Events & Activities	How is the event financed (state whether financed wholly by event operator or if supported or underwritten financially in whole or in part by other organizations. List organizations and financial obligation of each, including chambers of commerce, associations, business firms, city, state, or other government organizations)?
Events & Activities	Contact titles and names at show:
Events & Activities	What are your business objectives for attending [name of trade show]?
Events & Activities	Please identify decision makers for this event [name, title, organization].
Events & Activities	If you are an exhibitor at [event name], what is your booth number?
Events & Activities	Basic history or description of show:
Events & Activities	Specify product categories within this fair.
Events & Activities	Number of exhibitors/participants (U.S. and others) expected:
Events & Activities	Number of visitors expected:
Events & Activities	Please provide a description of your event.
Events & Activities	Please rank organization's top three objectives in participating in this trade mission (1=highest, 3=lowest). Choices are: finding a sales representative, finding licenses, finding joint venture partners, exposure to new business prospects, product testing/market research, immediate sales, finding a distributor, government meetings, other.
Events & Activities	Event name and date:
Events & Activities	Event location:
Events & Activities	Booth number at show:
Events & Activities	Name of building and street address:
Events & Activities	Name of fair grounds or other location which event will occupy:
Events & Activities	Attach authority to occupy event site.
Events & Activities	Attach license or permit to operate the event.
Events & Activities	Date event opens:
Events & Activities	Date event closes:
Events & Activities	If no license or permit is required, please indicate this.
Events & Activities	Person(s) attending show:

Events & Activities	How did you find out about this event?: e-mail; media; printed press; website; other
Export Data	Annual exports (as % of total sales): Less than 25%, More than 25%
Export Data	Total number of countries currently exporting to:
Export Data	Top three countries of export for the previous four years:
Export Data	What government and private sector export promotion events do you participate in?
Export Data	Describe any instances in which you had to retrofit or redesign products or services to sell them in an international market.
Export Data	How do you overcome language obstacles with your international customers?
Export Data	Describe any trade barriers your organization has faced and how they were overcome.
Export Data	If applicable, describe how you have developed a market abroad for products not previously exported.
Export Data	If applicable, describe how you have opened a new market previously closed or extremely limited to American companies.
Export Data	Describe any other strategies you employ for increasing international sales.
Export Data	Describe how increased exports have affected employment for your organization.
Export Data	How have you notified exporters of trade opportunities?
Export Data	What documentation assistance have you provided to exporters?
Export Data	Describe any overseas trade missions that you have sponsored.
Export Data	Describe any programs you provided for international businesses.
Export Data	Describe any other export services that you provide.
Export Data	Provide three case studies describing exporters that have increased exports as a result of your help, being sure to describe the ways in which your activities helped; alternately, describe how the organization's activities have resulted in community-wide export expansion.
Export Data	Percent of revenue generated through exports:
Export Data	Countries in which sales are made in order of importance:
Export Data	Not counting your profit margin, what percent of the cost to your foreign buyer derives from U.S. sources:
Export Data	Export Control Classification Code:
Export Data	Is your company willing to modify its product to meet foreign standards?
Export Data	Can the company promptly fill any new export orders from its present inventory?
Export Data	How is your product typically distributed and marketed in the US and other countries?
Export Data	Product/service wishing to export:
Export Data	Does U.S. content represent at least 51% of the value of the finished product?
Export Data	How would you describe your firm's top management commitment to supporting export activities?
Export Data	What are the company's international sales objectives for the next 3 years (as % of total sales)?
Export Data	What prompted your company to export?
Export Data	Number of employees whose jobs are attributable to exporting:
Export Data	Export stats: Year, total sales, export sales, percent exports to total sales, income from licensing agreements.
Export Data	Name key exporting problems:
Export Data	Name factors that could inhibit international sales of your company or company's products/services:
Export Data	New-to-exporting
Export Data	New-to-market
Export Data	Increase-to-market
Export Data	Exporting experience/information:
Export Data	Number of years exporting:
Export Data	Products exported:
Export Data	Annual exports (% of total sales):
Export Data	Novice, Intermediate, Successful
Export Data	Countries exporting to (please provide the names of the countries to which you exported and the approximate dollar value of the organization's worldwide exports for the last two calendar years):
Export Data	Are you currently selling your product or service online to consumers in overseas countries?
Export Data	Countries of interest:

Export Data	Does the product/service to be exported require any special technical support of after-sales service?
Export Data	Have you inquired about IP requirements in foreign markets?
Export Data	Which international distribution channels does your company currently use?
Export Data	Are there specific export issues that you would like to discuss?
Export Data	Not counting your profit margin, what percent of the cost to your foreign buyer derives from US sources?
Export Data	Do you have access to capital and can that money be dedicated to developing market share in one or more foreign countries?
Export Data	Do you have enough excess capacity to handle foreign sales orders?
Export Data	Do you have the resources in your company to learn about and comply with U.S. export controls, foreign government import controls, foreign government regulations, and foreign cultural and business norms?
Export Data	Have you exported in the past two years and, if so, was it based on a deliberate plan or strategy?
Export Data	Company export profile:
Export Data	U.S. exporters:
Export Data	What type(s) of information were you looking for when visiting Export.gov?
Export Data	What is your organization's objective to export?
Export Data	Type of export counseling desired.
Export Data	How interested are you in establishing a business connection with [name of organization] for export sales to [location]?
Export Data	What exporting-related training have you conducted for your employees and/or international customers?
Export Data	Export Licensing: a) Are there items or technology to be exported in connection with the project that require U.S. Government marketing or export license? (Yes/No) b) If yes, please list the license and /or application number(s) and status: License/Application Number(s): Status of Application:
Export Data	How is your product typically distributed and marketed in other countries?
Export Data	Will patent/trademark/copyright protection abroad be necessary?
Export Data	Name factors that could inhibit international sales of your company:
Export Data	What specific innovations can you offer to [foreign enterprise]?
Export Data	Value and detailed description of all projected U.S. export content:
Export Data	States from which the projected U.S. export content will be sources:
Export Data	Description of product or service exported:
Export Data	What is your international sales model? (E.g. direct sales, distributors/agents)
Export Data	Do you currently sell online to overseas consumers?
Export Data	What specific innovations can you offer to foreign enterprise?
Export Data	Trade references (name/product, country, year, volume):
Export Data	If export rights are limited to a number of countries, please list countries.
Export Data	Are you the rights holder or do you have the legal right to sell or distribute the export for which you are asking for assistance in the foreign market or markets in question?
Export Data	Please indicate any professional expertise that might be useful for counseling exporters. Please select one or more: Accounting/Taxes, Compliance/Export Controls, Documentation, Export Readiness Counseling, Free Trade Agreements, Identifying/Qualifying International Buyers, General Legal/Intellectual Property/Partnership Agreements, Logistics/Supply Chain, Marketing/Social Media/eCommerce, Market Research/Market Entry Strategies, Methods of Payment/Finance/Insurance, Trade Policy, Standards/Product Registration/Certification
Export Data	Please indicate any regional expertise that might be useful in counseling exporters. Please select one or more: North America (Canada and Mexico), Central & South America & Caribbean, Africa & The Middle East, Europe and Eurasia, China, Asia and Oceania
Export Data	Would you like to add additional export regions to your listing?
Export Data	Primary export regions/countries:
Export Data	Secondary export regions/countries:

	Export Licensing: a) Are there items or technology to be exported in connection with the project that require U.S. Government marketing or export license? (Yes/No) b) If yes, please list the license and /or application number(s) and status: (required) License/Application Number(s): Status of Application(s):
Export Data	
Finance Data	Annual sales:
Finance Data	Financial data information:
Finance Data	Capital structure:
Finance Data	Credit Card Information: Cardholder name, Credit card type (Visa, Master card, etc), Expiration date, Card number
Finance Data	Check Payment: Account holder name, ACH/Routing number, Account number, Check number
Finance Data	Sales Frequency: Longer Term Suppliers, Short Term Supplier, Irregular Purchases, Single Purchases
Finance Data	Name and contact information for company official in charge of financing:
Finance Data	Average Annual Revenue: Less than \$1 Million, \$1-3M, \$3M+
Gender Data	Sex: (Optional) • Female • Male
General Information	How would you rate the overall usability of Export.gov?
General Information	Did you know that you could sign-up for e-mail updates from Export.gov?
General Information	Potential services: Market Research, Gold Key Service, International Company Profile, Advocacy, etc.
General Information	Are there any specific companies, or types of companies, you would like us to contact? If so, please name them.
General Information	Business Service Provider categories:
General Information	Additional Business Service Provider listings authorization of international posts to disclose name of client to the target company/individual:
General Information	International business in which your company is interested:
General Information	Would you like a free subscription to Commercial News USA?
General Information	Desired dates for services:
General Information	Alternate dates:
General Information	Desired locations:
General Information	Additional services (needed/requested):
General Information	Explain advantages you can provide:
General Information	Describe role of foreign business partner (s) (i. e. JV, etc) Provide name (s) address(es) and CEOs of foreign business partner or buyers.
General Information	List all signatories for any agreements to be witness (name, title, organization):
General Information	Please describe the legal nature and impact of any document that will be signed.
General Information	Are you a member of the Industry Business Association/Club or Chamber of Commerce?
General Information	Services/assistance requested from the post if status in approved (e.g., one-on-one business appoints, plant visits, translators, reception, hotel and transportation arrangements):
General Information	Target date of advance trip, name of advance officer:
General Information	Please provide a brief description of how organization's participation is consistent with the goals and objectives of this mission, as set forth in the accompanying mission statement.
General Information	If government, please check which best describes you: federal, state, local
General Information	Outline your goals and objectives.
General Information	Indicate names of VIP leaders, if appropriate.
General Information	Proposed itinerary. Please give as much detail as possible.
General Information	Please highlight the competitiveness of the applicant's bid or proposal in terms of technology, price, full lifecycle cost, best value, or other factors:
General Information	Division or subsidiary of:
General Information	What seminars, workshops, or conferences has your organization conducted?
General Information	Describe any preference, technical qualification, servicing capabilities, requirements, or pre-qualifications that ideal prospects must have.
General Information	If this company is a subsidiary, the parent company(ies) and any controlling individual(s):

General Information	Are you currently working with a U.S. Export Assistance Center (USEAC), Dept of Commerce, U.S. Embassy or other government organization?
General Information	If working with USEAC, please provide City and Trade Specialist Name:
General Information	Share information with other TPCC Agencies:
General Information	Delegation:
General Information	Securities Exchange Commission affiliation/reporting:
General Information	NAICs Code/Category:
General Information	HS Code:
General Information	ISO 9000 Registered:
General Information	TQM/Six Sigma Certified:
General Information	Working towards Certification:
General Information	Anticipated year to complete Certification:
General Information	Agreement concerning bribery and corporate policy prohibiting bribery:
General Information	Certification:
General Information	Referral OIO, ODO, IBP, Trade Missions, Partner, CS Event:
General Information	Under which state's laws is your organization organized?
General Information	Provide relevant industrial economic sector(s):
General Information	Have you ever participated in any of the following CS services (check all that apply)?
General Information	What type of contacts are you seeking (check all that apply)?
General Information	Describe any preferences, qualifications, servicing capabilities, requirements, or pre-qualifications that ideal prospects must have, such as English language ability, etc.
General Information	Please list any specific educational institutions, associations, agents, etc., that you would like us to contact.
General Information	Is your institution seeking representation on an exclusive basis in this market?
General Information	Do you have an exclusive arrangement with your current partner?
General Information	Is your representative aware that you are seeking additional representation?
General Information	Desired locations/cities:
General Information	Additional services (please note any other assistance that would be required):
General Information	U.S. Embassy/Consulate Commercial Specialist responsible for lead:
General Information	U.S. Embassy/Consulate Post:
General Information	Companies you currently represent:
General Information	For tenders Trade Leads - companies that are already pre-qualified:
General Information	Is there a sovereign or corporate guarantee for this project? (Yes/No) *Imperative to know this for exIm financing.
General Information	Can bid be submitted in English? (Yes/No)
General Information	What type of business contacts you are seeking:* Manufacturer, Joint Venture Partner or Licensee, Agent/Sales Representative, Franchisee, Other, Please Specify:
General Information	Should responding firms write in English or another language: English, Other/Please Specify:
General Information	Do you want responses from U.S. manufacturers only or are agents and distributors acceptable?:
General Information	U.S. Manufacturers Only, Agents and Distributors Acceptable
General Information	Is a service contract required? (Yes/No)
General Information	Place of domicile:
General Information	Bidder of record: a) Is the applicant the bidder of record? (Please check one.) (Yes/No) b) If no, please provide the name and nationality of the bidder of record: Name: Nationality:
General Information	Is the applicant bidding as part of a partnership, consortium, joint venture, or other form of association with other companies? (Yes/No) a) If yes, please list below: (If needed, list any additional partners in a separate attachment.) Partner 1 - Company Name, Contact Name, Title, Nationality, Telephone, Email address Partner 2 - Company Name, Contact Name, Title, Nationality, Telephone, Email address Partner 3 - Company Name, Contact Name, Title, Nationality, Telephone, Email address

	Advocacy Type: a) Is this a request for (please check only one): Commercial (non-Defense) Advocacy?, Defense Advocacy? b) If this is for Defense Advocacy, is this a (please check only one): Foreign Military Sale (FMS)?, Direct Commercial Sale (DCS)?, To be Determined
General Information	
General Information	Reason for requested assistance:
General Information	ITAC(s) of interest:
General Information	blank
General Information	If the applicant is representing a trade association, identify all foreign and domestic entities involved, including percentage of ownership and control and role of each entity.
General Information	What specific information do you want U.S. suppliers to provide to you when they respond?
General Information	How did you learn about this program?
General Information	How would you change or improve the site?
General Information	What enhancements would make it more useful?
General Information	Have you signed-up for any of our e-mail updates?
General Information	How would you rate the overall usefulness of our e-mail updates?
General Information	How could we make our e-mail updates more useful to you?
General Information	Do you have [foreign language]-speaking staff members with applicable qualifications that could work on foreign enterprise projects?
General Information	Other services or activities:
General Information	Associated companies/division or subsidiaries:
General Information	BSP categories:
General Information	Additional BSP listings:
General Information	Authorization of overseas post to disclose name of client to the target company/individual.
General Information	What type of business contacts are you seeking?
General Information	Is your firm seeking representation on an exclusive basis in this market?
General Information	Describe any preference, technical qualifications, servicing capabilities, requirements, or pre-qualifications that ideal prospects must have.
General Information	Is your representative/partner aware you are seeking additional representation?
General Information	What is the outcome or result you expect to accomplish by working with CS?
General Information	List priority countries of most importance to you.
General Information	For each market you have selected, please specify questions/topics you would like to discuss with the Commercial Specialists.
General Information	The U.S Commercial Service has offices at U.S. Embassies/Consulates in 82 countries. Can we be of assistance in any other markets?
General Information	Are there any specific companies, or types of companies, you would like us to contact? If so, please name them.
General Information	Are there specific companies you would not like us to contact? If so, please name them.
General Information	If applicable, please provide the necessary contact information of your current representative/partner:
General Information	Short Business Service Provider description:
General Information	Complete Business Service Provider description:
General Information	Description of company/products/services/objectives:
General Information	Challenged, mixed effective, effective
General Information	Are you looking for representation in [country]?
General Information	CAS # (Chemical Abstract Service Number) under the organization questions/data:
General Information	What is the relevant supply chain sector?
General Information	What is the relevant supply chain subsector (if any)?
General Information	Would your company like to continue to be listed in the EMC Directory? (Y/N)
General Information	What has been your experience regarding the EMC Directory?
General Information	Would you be willing to provide a public testimonial? (Y/N)
General Information	Would you like to add additional industries to your listing?
General Information	Would you like to add additional specializations to your listing?
General Information	Please provide any additional information:
General Information	Are you currently working with a U.S. Local Trade Office? (Y/N)

General Information	If yes, please provide the city and the name of the Trade Specialist:
General Information	Would you be interesting in providing a testimonial to be published on Trade.gov? (Y/N)
General Information	Please provide any additional feedback on the [program] service:
General Information	Additional Information:
General Information	<p>Is the Applicant bidding as part of a partnership, consortium, joint venture, or other form of association with other companies? (Yes/No)</p> <p>a) If yes, please list below (If needed, list any additional partners in a separate attachment.): Partner 1: Company Name, Company Nationality, Role of Partner, Contact Name, Contact Title, Telephone, Email Address</p> <p>Partner 2: Company Name, Company Nationality, Role of Partner, Contact Name, Contact Title, Telephone, Email Address</p> <p>Partner 3: Company Name, Company Nationality, Role of Partner, Contact Name, Contact Title, Telephone, Email Address</p>
General Information	<p>Advocacy Type: a) Is this a request for (please check only one): Commercial (non-Defense) Advocacy?, Defense Advocacy?</p> <p>b) If this is for Defense Advocacy, is this a (please check only one): Foreign Military Sale (FMS)?, Direct Commercial Sale (DCS)?, Hybrid (FMS/DCS), To be Determined</p>
Import Data	If import rights are limited to a number of countries, please list countries:
Import Data	Product/service wishing to import:
Import Data	Firms' objective to import: (Choose all that apply)
Import Data	Import Control Classification Code:
Import Data	Can the company promptly fill any new import orders from its present inventory?
Import Data	Number of years importing:
Import Data	Have you previously tried to import from the U.S.?
Import Data	Are there specific import issues that you would like to discuss?
Import Data	How would you describe your firm's top management commitment to supporting import activities?
Import Data	What prompted your company to import?
Marketing Data	Name and contact info for company official in charge of international sales/marketing:
Marketing Data	Do you have an international marketing plan?
Marketing Data	What international marketing and promotional methods have you used?
Marketing Data	Where are you most interested in marketing your product?
Marketing Data	How is your company planning to develop sales in target markets?
Marketing Data	What new markets are you targeting to expand future sales?
Marketing Data	What promotional methods does your company use domestically?
Marketing Data	What market research do you conduct?
Marketing Data	If no, does your company need help developing a U.S. marketing plan?
Marketing Data	Does your firm have a U.S. marketing plan?
Marketing Data	What promotional methods does your company use domestically?
Marketing Data	What are you hoping to accomplish with market research? (Find new markets, expand current markets, etc. Please add specific details when possible.)
Marketing Data	Please list here any hyperlinks for marketing materials (e.g. links to online .pdf brochures, online videos, etc.). If you prefer, please email any materials to your local contact along with this form.
Marketing Data	What market information will be most useful for you? What are factors that predict a good market for you?
Minority Data	Is your company (check all that apply): Woman-owned (Organization is at least 51% owned, operated, and controlled by a minimum of one U.S. citizen who is female)
Minority Data	Is your company (check all that apply): Veteran-owned (Organization is at least 51% owned, operated, and controlled by a minimum of one U.S. citizen who has served or currently serving in the U.S. armed forces)
Minority Data	Is your company (check all that apply): Minority-owned (Organization is at least 51% owned, operated, and controlled by a minimum of one U.S. citizen whose ethnic background is at least 25% Asian-Indian, Asian-Pacific, Black, Hispanic, or Native American)

Minority Data	Is your company (check all that apply): Disabled-owned (Organization is at least 51% owned, operated, and controlled by a minimum of one U.S. citizen who is disabled as defined by the Americans with Disabilities Act)
Minority Data	Is your company (check all that apply): Religious Minority-owned (Organization is at least 51% owned, operated, and controlled by a minimum of one U.S. citizen whose religion is considered to be a minority within the United States)
Minority Data	Is your company (check all that apply): Minority Serving Institutions (an accredited academic institution whose enrollment of a single minority or a combination of minorities exceeds fifty percent of the total enrollment, including graduate and undergraduate and full- and part-time students.)
Minority Data	Is your company (check all that apply): None of the above / Don't know
Minority Data	<p>If respondent selects Minority-owned, ask the following question: What is your race and/or ethnicity? Select all that apply.</p> <ul style="list-style-type: none"> - American Indian or Alaska Native For example, Navajo Nation, Blackfeet Tribe of the Blackfeet Indian Reservation of Montana, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, Aztec, Maya, etc. - Asian For example, Chinese, Asian Indian, Filipino, Vietnamese, Korean, Japanese, etc. - Black or African American For example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc. - Hispanic For example, Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, etc. - Native Hawaiian or Other Pacific Islander For example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallese, etc. - White For example, English, German, Irish, Italian, Polish, Scottish, etc.
Minority Data	<p>If Minority Serving Institution, please select the category or categories with which you most closely identify. Please check all that apply.</p> <ul style="list-style-type: none"> Asian American and Native American Pacific Islander-Serving Institution (AANAPISI) Alaska Native and Native Hawaiian-Serving Institution (ANNH) Historically Black Colleges and Universities (HBCU) Hispanic-Serving Institution (HSI) Native American-Serving Nontribal Institution (NASNTI) Predominantly Black Institutions (PBI) Tribal Colleges and Universities (TCU)
Organization Information	Provide additional information that [bureau] should be aware of to fully understand your company and its requirements.
Organization Information	Institution website address:
Organization Information	Organization name:
Organization Information	Organization address 1:
Organization Information	Organization address 2:
Organization Information	Organization city:
Organization Information	Organization country:
Organization Information	Organization website:
Organization Information	Number of employees:
Organization Information	Ownership percentage:
Organization Information	Organization description:
Organization Information	Year organization established:
Organization Information	Federal Tax ID number or EIN:
Organization Information	IRS Waiver form:
Organization Information	Preferred business language:
Organization Information	Foreign-language speaking staff:
Organization Information	Staff with applicable qualifications to work on foreign enterprise projects:

Organization Information	Chamber registration number:
Organization Information	Safety record:
Organization Information	Under which state's law is your organization organized:
Organization Information	Is your company register with the state or Commonwealth (provide name)?
Organization Information	Duns and Bradstreet number:
Organization Information	Who are your major competitors?
Organization Information	List name and location of other companies:
Organization Information	What is your organization's primary function in the [industry name] industry?
Organization Information	What domestic channels of distribution does you company employ?
Organization Information	What markets/product categories does your organization represent or plan to represent in the [industry name] industry? Consumer Electronics: Audio; Emerging Technology; Automotive Electronics; Entertainment/Content; Computer Hardware & Software; Connected Home; Lifestyle Electronics, Content Distribution; Telecomm./Infrastructure; Digital Health and Fitness; Video; Digital Imaging/Photography; Wireless & Wireless Devices; Electronic Gaming; Other (Industry category names and subcategories selected via radio buttons change based on industry)
Organization Information	Full corporate name:
Organization Information	Headquarters Address - Street, City, State/Province, Postal Code, Country
Organization Information	Ownership (Identify any parent companies and the percentage of ownership of each parent.)
Organization Information	Number of Employees - In U.S.A., Outside U.S.A.
Organization Information	Size (number of employees?): blank, 0-50, 51-100, 100-250, 250-500, 500+
Organization Information	What is your organization's primary function in the [industry name] industry? Consumer Electronics: Buying Organization; Government; Services; Industry Organization; IT/MIS; Finance & Investment (Organization primary functions, category names and subcategories selected via radio buttons change based on industry)
Organization Information	Trade license number:
Organization Information	Organization's objective:
Organization Information	Describe any special features of your company's operations, interests or objectives in the target market that can help us identify potential business partners.
Organization Information	Is your company represented in the country/region? If yes, is this arrangement exclusive?
Organization Information	How effective is your company with the following activities: Conducting market research; developing business plans; marketing/selling internationally/ finding business partners; protecting intellectual property; ensuring compliance with US or foreign laws; managing payment/financing; shipping/preparing export documentation; ensuring sufficient production capacity.
Organization Information	Would you be able to establish a reliable supply chain to [organization]?
Organization Information	Please select your industry, Please select one or more...Aerospace, Agribusiness, Automotive, Building Products and Construction, Chemicals, Consumer Goods, Defense Products, E-Commerce, Education, Energy including Renewable, Environmental Industries, Financial Services, Franchising, Government (state or local government agency), Health and Medical, Information and Telecom, Logistics, Machinery, Manufacturing, Media and Entertainment, Metals, Professional Services, Technology, Textiles and Apparel, Travel and Tourism, Transportation
Organization Information	Does your company file reports with the Securities and Exchange Commission?
Organization Information	Is this business a U.S. subsidiary of a foreign-owned company?
Organization Information	Number of U.S. employees:
Organization Information	What are the characteristics of your best customers?
Organization Information	Please provide links to 3 companies who exemplify your ideal client (even if they are US based companies).
Organization Information	Please provide links to top competitors.
Organization Information	Name of the foreign company:
Organization Information	Website of the foreign company:
Organization Information	Address of the foreign company:
Organization Information	Contact name(s) of the foreign company

Organization Information	Email of contact of the foreign company
Organization Information	Phone of contact of the foreign company
Organization Information	Would you like us to look for any specific concerns regarding the foreign company?
	Company Activity: (Please select all that apply) - Manufacturer - Distributor/Representative - Export Management Company - Service Company - Franchiser - Other (specify):
Organization Information	Number of years in business:
	Industry or Industries Served: Agriculture, Alcohol, Apparel, Automotive, Aviation, Construction, Chemicals, Children's Products, Crafting, Diverse, Education, Electronics, Fertilizer, Finance, Food Service, Food/Beverage/Groceries, Health Care, HVAC, Industrial Products, Infrastructure, Lawn and Garden, Logistics, Manufacturing Equipment, Marine, Mining/Minerals, Oil and Gas, Personal Care, Pet/Animal Care, Power and Energy, Pharmaceutical, Rail, Technology, Transportation, Water/Wastewater, Weapons
Organization Information	If another industry, please explain:
Organization Information	As an EMC, what services do you provide to your clients?
Organization Information	Current clients or references (2 or 3):
Organization Information	Local Trade Specialist
Organization Type	Agent/Rep/Distributor
Organization Type	Importer
Organization Type	Area developer
Organization Type	Business or organization type (Manufacturer, Distributor, Trade Association, etc.)
Organization Type	Manufacturer
Organization Type	Service Provider
Organization Type	Educational Institution
Organization Type	Franchisor (Master, Unit)
Organization Type	Client organization
Organization Type	Associate organizations
Organization Type	Division or Subsidiaries
Organization Type	Ownership/Parent organization
Organization Type	Corporate
Organization Type	Headquarters
Organization Type	Sponsoring organization
Organization Type	Bank
Organization Type	Organization Type:* Distributor/Representative, National Government, Export Management Company, Service Company, Franchiser, Retailer, Other/Please Specify
Product/Service Data	Please list the ecommerce sales channels in which you sell your products/services online:
Product/Service Data	Is there a Local Content Requirement? If So, How Much? Yes/If Yes, How Much?/No
Product/Service Data	Describe the product/service(s) you are looking for. Please be as specific as possible.*
Product/Service Data	If you already have a U.S. Supplier(s) in mind, please indicate the company of interest below.
Product/Service Data	Quantity needed: Price range/dollar (\$) value:
Product/Service Data	Quantity needed: Purchase needed by/Submission deadline:*
Product/Service Data	General description of trade activities and products and services of the U.S. entity to be represented.
Product/Service Data	U.S. goods provided by your company:
Product/Service Data	Product/Service contain 51 percent U.S. content?
Product/Service Data	Product/Service Description:
Product/Service Data	List the most important end-users or end-user industries for this product:
Product/Service Data	Does the product require any special technical support or after-sales service?
Product/Service Data	Does the product have patent/trademark/copyright registration?

Product/Service Data	Describe product/service competitive advantages, unique selling proposition, applications, and unique features that differentiate your product from competition:
Product/Service Data	Benefits/unique features:
Product/Service Data	U.S. good provided by your company:
Product/Service Data	U.S. services provided by your company:
Product/Service Data	If you don't manufacture the product, provide name and location of manufacturers' headquarters.
Product/Service Data	If not manufacturer, does your firm have documented sales or distribution authorization for the product?
Product/Service Data	Please list end-users and/or industries that use this product:
Product/Service Data	Is the company's product sourced/produced entirely in the US?
Product/Service Data	Is product/service currently being sold in U.S.?
Product/Service Data	Product categories/industries to be promoted.
Product/Service Data	If you do not manufacture the product, provide name and location of manufacturer's headquarters:
Product/Service Data	If not the manufacturer, does your firm have documented sales or distribution authorization for the product?
Product/Service Data	Describe product/services competitive advantages, unique selling proposition, applications, and unique features that differentiate your product from competition.
Product/Service Data	Discuss Intellectual Property:
Product/Service Data	List the most important end-users or end-user industries for this product /service:
Product/Service Data	What type of licensing or registration does the product you are seeking require in your country?
Product/Service Data	Product description (e.g., physical characteristics, CAS #, function, application, principal or end use within the critical sector, etc.)
Product/Service Data	Do you take possession of the client's products? (Y/N)
Product/Service Data	What are the unique advantages of your product or service? What is your value proposition to your customers?
Project Data	Provide overall economic value of the project or transaction:
Project Data	Is the applicant or any of its partners seeking U.S. Government financing through EXIM Bank or the Development Finance Corporation (DFS) for the project? (Yes/No) a) If yes, please name the institution(s) and status of the application(s): b) If no, please indicate whether the Applicant or any of its partners plan to seek or would like assistance in seeking such financing/support for the project: (Yes/No)
Project Data	Identify all foreign and domestic entities involved, including ownership and control and role of each entity in the project. Entity/ownership, percent ownership of this project.
Project Data	What if any agreements/approvals have previously occurred in connection with this project?
Project Data	How will this project/transaction affect the environment?
Project Data	Project: Name of project, location, country
Project Data	Please provide a description of the project or procurement the applicant is pursuing ("the project").
Project Data	Please list the foreign government entity or entities responsible for awarding the project and other officials who may have influence over the project.
Project Data	What is the current status of the project? (Please include applicant interactions with foreign government decision- makers to date.)
Project Data	Please provide the specific timeframe for when project actions will take place and when decisions will be made (if known). Interim Decision Date(s): Final Decision Date:

	<p>Please indicate the best estimate or actual values (in U.S. Dollars only) contributed to the project by the Applicant and other companies, including partners or suppliers, if applicable:</p> <p>a) U.S.-Sourced Goods Provided by Applicant: b) U.S.-Sourced Services Provided by Applicant: c) U.S.-Sourced Goods Provided by Other Companies: d) U.S.-Sourced Services Provided by Other Companies: e) Total U.S.-Sourced Goods and Services: (a + b + c + d) f) Foreign-Sourced Goods Provided by Applicant: g) Foreign-Sourced Services Provided by Applicant: h) Foreign-Sourced Goods Provided by Other Companies: i) Foreign-Sourced Services Provided by Other Companies: j) Total Foreign-Sourced Goods and Services: (f + g + h + i) k) Total Project Value: (e + j) l) Percent U.S.-Sourced Goods and Services: $\% (e \div k) \times 100$</p>
Project Data	
	<p>Please identify the competitors for the project: (If needed, list any additional competitors in a separate attachment.)</p> <p>a) U.S. Competitors: Company - Company - Company - Company - Company - Company - b) Foreign (non-U.S.) Competitors: Company - Nationality - Company - Nationality - Company - Nationality - Company - Nationality - Company - Nationality - Company - Nationality -</p>
Project Data	
	<p>Is the applicant or any of its partners receiving advocacy or other assistance from a foreign government for the project? (Yes/No)</p> <p>a) If yes, please list the foreign government(s), and partner(s), if applicable:</p>
Project Data	
	<p>What is the current status of the project? Please include interactions with the U.S. embassy/consulate in-country and foreign government decision-makers, and other project particulars such as requests from the foreign government for information, proposal, or quotation.</p>
Project Data	
	<p>Please provide the specific timeframe of any project milestones. In addition to estimated final award date, please include interim milestones and associated dates (if known) such as tender release, bid submission, or downselection.</p> <p>Interim Milestone(s) and Associated Date(s): Estimated Final Award Date:</p>
Project Data	
	<p>Please identify which of the project goods and/or services will be U.S.-sourced and from which U.S. state or territory they will be exported:</p> <p>a) U.S.-Sourced Goods and/or Services Provided by the Applicant: (list of Goods or Services and their U.S. State/Territory) b) U.S.-Sourced Goods and/or Services Provided by Other Companies: (list of Goods or Services, Company, and U.S. State/Territory)</p>
Project Data	
	<p>Please identify which of the project goods and/or services are foreign-sourced:</p> <p>a) Foreign-Sourced Goods and/or Services Provided by Applicant: (list of Goods or Services, Company, Country) b) Foreign-Sourced Goods and/or Services Provided by Other Companies: (list of Goods or Services, Company, Country)</p>
Project Data	
Project Data	<p>How will the project be financed (if known)?</p>
	<p>Is the project financed by any of the following Multilateral Development Banks (MDBs): World Bank (WB), Inter-American Development Bank (IDB), African Development Bank (AfDB), European Bank for Reconstruction and Development (EBRD), or the Asian Development Bank (ADB)? (Yes/No/Not Sure)</p> <p>a) If yes, please specify the MDB:</p>
Project Data	
	<p>Is the U.S. Trade and Development Agency (USTDA) providing support for the project? (Yes/No/Not Sure)</p> <p>a) If yes, please indicate whether USTDA project support is through feasibility studies, training grants, or other assistance (if known): b) If no, please indicate whether the Applicant or any of its partners plan to seek or would like assistance in seeking support from USTDA for the project: (Yes/No)</p>
Project Data	

<p>Race and Ethnicity Data</p>	<p>Figure 1. Race and Ethnicity Question with Minimum Categories, Multiple Detailed Checkboxes, and Write-In Response Areas with Example Group (DO NOT DISTRIBUTE - FOR INTERNAL FEDERAL GOVERNMENT USE ONLY)</p> <p>What is your race and/or ethnicity? <i>Select all that apply and enter additional details in the spaces below.</i></p> <ul style="list-style-type: none"> • American Indian or Alaska Native – <i>Enter, for example, Navajo Nation, Blackfeet Tribe of the Blackfeet Indian Reservation of Montana, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, Aztec, Maya, etc.</i> • Asian – <i>Provide details below:</i> <ul style="list-style-type: none"> • Chinese • Asian Indian • Filipino • Vietnamese • Korean • Japanese <i>Enter, for example, Pakistani, Hmong, Afghan, etc.</i> • Black or African American – <i>Provide details below.</i> <ul style="list-style-type: none"> • African American • Jamaican • Haitian • Nigerian • Ethiopian • Somali <i>Enter, for example, Trinidadian and Tobagonian, Ghanaian, Congolese, etc.</i> • Hispanic or Latino – <i>Provide details below.</i> <ul style="list-style-type: none"> • Mexican • Puerto Rican • Salvadoran • Cuban • Dominican • Guatemalan <i>Enter, for example, Colombian, Honduran, Spaniard, etc.</i> • Middle Eastern or North African – <i>Provide details below.</i> <ul style="list-style-type: none"> • Lebanese • Iranian • Egyptian • Syrian • Iraqi • Israeli <i>Enter, for example, Moroccan, Yemeni, Kurdish, etc.</i> • Native Hawaiian or Pacific Islander – <i>Provide details below.</i> <ul style="list-style-type: none"> • Native Hawaiian • Samoan • Chamorro • Tongan • Fijian • Marshallese <i>Enter, for example, Chuukese, Palauan, Tahitian, etc.</i> • White – <i>Provide details below.</i> <ul style="list-style-type: none"> • English • German • Irish • Italian • Polish • Scottish <i>Enter, for example, French, Swedish, Norwegian, etc.</i>
<p>Race and Ethnicity Data</p>	<p>Figure 2. Race and Ethnicity Question with Minimum Categories Only and Examples (DO NOT DISTRIBUTE - FOR INTERNAL FEDERAL GOVERNMENT USE ONLY)</p> <p>What is your race and/or ethnicity? <i>Select all that apply.</i></p> <ul style="list-style-type: none"> • American Indian or Alaska Native – <i>For example, Navajo Nation, Blackfeet Tribe of the Blackfeet Indian Reservation of Montana, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, Aztec, Maya, etc.</i> • Asian – <i>For example, Chinese, Asian Indian, Filipino, Vietnamese, Korean, Japanese, etc.</i> • Black or African American – <i>For example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.</i> • Hispanic or Latino – <i>For example, Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, etc.</i> • Middle Eastern or North African – <i>For example, Lebanese, Iranian, Egyptian, Syrian, Iraqi, Israeli, etc.</i> • Native Hawaiian or Pacific Islander – <i>For example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallese, etc.</i> • White – <i>For example, English, German, Irish, Italian, Polish, Scottish, etc.</i>
<p>Race and Ethnicity Data</p>	<p>Figure 3. Race and Ethnicity Question with Minimum Categories Only (DO NOT DISTRIBUTE - FOR INTERNAL FEDERAL GOVERNMENT USE ONLY)</p> <p>What is your race and/or ethnicity?</p> <p>Select all that apply.</p> <ul style="list-style-type: none"> • American Indian or Alaska Native • Asian • Black or African American • Hispanic or Latino • Middle Eastern or North African • Native Hawaiian or Pacific Islander • White

Website/Digital Data	Is there any additional information you would like to provide about your website or digital strategy?
	Please provide your top three competitor website URLs for benchmarking purposes. 1. 2. 3.
Website/Digital Data	
Website/Digital Data	When was your website designed or last updated?
	How is your website managed?: In-house web designer: creates content, updates site, search engine optimization External web designer: creates content, updates site, search engine optimization
Website/Digital Data	Do you track your website's analytics? If so, can you share them with us in order establish a performance baseline?
Website/Digital Data	Have you done website search engine optimization (SEO) to your online promotional content in advance of this event?
Website/Digital Data	How would you change or improve the site? What enhancements would make it more useful?
	From your website's analytics, please provide: Number of International site visitors last year: this year: Number of International prospects (email addresses collected) last year: this year: International sales revenue via website in the last year: this year: How much does your company spend on digital marketing per year? Do you sell your product/service via your website, or do you utilize a third-party platform (e.g., Amazon, Ebay, Tmall, Flipcart, etc)? If you use a third party, what platform can your products be purchased from? Do you have distributors selling your product/service online? International Sales: last year: this year: Site Session Time: last year: this year:
Website/Digital Data	
Website/Digital Data	How much money/time has your company spent on website improvements since receiving the WGR?
	Is your [organization] familiar with the international regulatory requirements that impact cross-border digital activity (e.g. consumer privacy, fiscal thresholds, customs fees and tax such as Value Added Tax (VAT) or Digital Service Tax (DST) obligations)? If so, what is your institution doing to meet these requirements?
Website/Digital Data	
Website/Digital Data	Has your [organization] taken General Data Protection Regulation (GDPR) into consideration?
	Does your [organization] have an IT security program, and have you updated it in the last 6 months to address new online cyber security issues?
Website/Digital Data	
Website/Digital Data	Does your [organization] have an established digital strategy that supports your ability to conduct online cross-border campaigns?
	Does your [organization] use online platforms overseas to promote the institution? If so, which platforms promote your [organization]?
Website/Digital Data	
Website/Digital Data	Does your [organization] website include a translation mechanism (i.e. Google translate)?
	If your [organization] website is translated, have you assigned someone to reply to inquiries in that language?
Website/Digital Data	
Website/Digital Data	Is your [organization] utilizing any 3rd party service providers to help manage your online presence in your target markets? (e.g. social media and marketplace linking)
Website/Digital Data	
Website/Digital Data	Is your [organization] talking, thinking, or actively engaged in a cross-border digital strategy?
	Is your [organization] aware of what your competition is doing online? If so, what have you learned about your competition?
Website/Digital Data	
Website/Digital Data	Does your [organization] have established Key Performance Indicators (KPIs) to track your website and digital marketing progress? If so, are you willing to share those with us to establish baseline performance benchmarks?