



TRAVEL TRADE & MEDIA MARKETPLACE GRANT 2026

GUIDELINES & APPLICATION FORM



TRAVEL TRADE & MEDIA MARKETPLACE GRANT

The Travel Trade and Media Marketplace Grant is available to Tourism Richmond export ready Partners to use towards registration fees to attend travel trade or media marketplaces in 2026.

ELIGIBLE EVENTS

Grant recipients can receive up to \$1,000 towards one of the following shows:

Travel Trade

- Rendez-vous Canada
- CITAP (Canadian Inbound Tourism Association - Asia Pacific)

Media

- IMM North America (International Media Marketplace)
- TMAC (Travel Media Association of Canada)

APPLICATION PROCESS

- Fill out and submit this application form to coopmarketing@tourismrichmond.com
- Tourism Richmond will evaluate the application and inform you whether their grant has been approved or denied
- If approved, you will be sent the documentation to claim the grant
- Once you have proof of registration to the marketplace along with receipt of payment, you must complete the grant claim forms and send all documents to Tourism Richmond
- Tourism Richmond will evaluate and process the payment
- Once you have attended the event, you are required to complete an evaluation form

ELIGIBILITY, TERMS, AND CONDITIONS

- Funding is available only to Tourism Richmond Partners
- Partners must be export ready to attend the marketplace
- Funding will be provided up to \$1,000 exclusive of taxes
- Each applicant may only apply for funding to attend a single event
- Businesses may only apply for one grant per calendar year
- Applications will be accepted until all funds have been allocated
- Funding is available for event registration expenses already incurred dating back to January 1, 2026. For example, if you have already registered for Rendezvous Canada.
- Funding is available for events occurring before December 31, 2026.
- Claim form and supporting documents must be submitted within one month of the marketplace taking place and no later than November 30, 2026 (unless activity occurs in December when the deadline is 31 December)
- The grant is to be used towards the registration costs for the listed events only. Ineligible expenses include, but are not limited to, operational costs such as wages, rent, insurance and marketing expenses
- The applicant is required to submit a claim form and submit receipts of payment for the expenses incurred
- Payment of funds will be provided after the claim form and supporting receipts have been submitted

APPLICATION FORM

Contact name: Click or tap here to enter text.
Company name: Click or tap here to enter text.
Address: Click or tap here to enter text.
City: Click or tap here to enter text.
Postal code: Click or tap here to enter text.
Phone number: Click or tap here to enter text.
Contact email: Click or tap here to enter text.
Date of application: Click or tap here to enter text.

Are you a partner of Tourism Richmond: Yes No Don't know

Which marketplace are you attending?

- Rendez-vous Canada
- CITAP (Canadian Inbound Tourism Association - Asia Pacific)
- IMM North America (International Media Marketplace)
- TMAC (Travel Media Association of Canada)

Have the expenses already occurred? Yes No

By submitting this application to Tourism Richmond, we the undersigned,

- a) declare that we understand the eligibility criteria and program audit requirements.
- b) acknowledge that any approval of a Tourism Richmond funding is based upon our acceptance of the Travel Trade and Media Marketplace Grant Program Guidelines;
- c) acknowledge that Tourism Richmond reserves the right to amend or rescind its approved investment if the project is not completed, the evaluation report is not submitted or lacks sufficient detail, or the program was materially different than represented in this application.
- d) agree to notify Tourism Richmond in writing for further approval if there are changes to the expenses included in this application.

Signature _____

Print Name

Date: