

**Livres Canada Books**  
**MENTORING – FUNDING SUPPORT PROGRAM**  
**2011–2012**  
**Activity Report**

*Confidential once completed. Please type or print clearly in block letters. Attach additional pages if necessary.*

**Company Information**

Company \_\_\_\_\_  
 Contact Person \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 E-mail \_\_\_\_\_

Your response to this questionnaire will enable us to compile a report on Canadian publishers' export-related events, providing a general overview of publishers' activities. Livres Canada Books is required to submit this report to federal government departments with its funding applications and/or reports on use of funds. Your input is essential to enable Livres Canada Books to continue providing support for the international marketing activities of your company. **Please reply to all questions on this form (all fields are mandatory). Incomplete forms or claims will be returned, which will delay the payment of the contribution by Livres Canada Books.**

**Destination / Event Information:**

Name of Event or City \_\_\_\_\_  
 Country \_\_\_\_\_  
 Date from \_\_\_\_\_ (dd/mm/yy) to \_\_\_\_\_ (dd/mm/yy)

**For International Trade Events:**

**Was your company exhibiting at an event?** Yes  No

	Total
Number of days for this event /trip	
Number of delegates	
Number of business meetings	
<b>Total related expenses for this event/trip</b>	

**For Export Sales Trips:**

**Meetings** *Indicate the number of meetings you had per country / territory.*

Country/Territory	Meetings Held During Event
Africa	
Asia incl. CIS (former Soviet Union)	
Australia/New Zealand	
Eastern/Central Europe	
French-speaking Europe	
Mexico, Central and South America	
USA	
Western Europe	
<b>TOTAL</b>	

Comments and successes:

**Return completed activity report with your Mentoring – Funding Support final report to:**

Nouhed Chabani, Programs Assistant  
 Livres Canada Books  
 1 Nicholas Street, Suite 504  
 Ottawa, Ontario K1N 7B7  
 Phone: (613) 562-2324 ext. 227  
 Fax (613) 562-2329  
[nchabani@livrescanadabooks.com](mailto:nchabani@livrescanadabooks.com)