

GoldKey Service QUESTIONNAIRE

Embassy of the United States of America
 U.S. Commercial Service
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 Web: <http://www.buyusa.gov/austria/en>



Tell us about your company	
Name of your company	
Company address	
City, Postal Code	
Name of company representative:	
Position of company representative (purchasing manager, vice president, etc.)	
Telephone	Fax
Email	
Website URL	
Business activity	
Number of employees	
Year established	
Annual sales (approximately)	

Tell us about your products
Product description – please include information about the end-use of the product!
Are special actions necessary (licensing, registration)?
Who are your main competitors?

What kind of business partner would you like to find?
Minimum size (employees, turnover, etc.)
Industry, activity – what other products would you expect this company to sell? Should it be an agent, wholesaler, retailer, end-user?
Are there specific companies you would like us to contact? Companies you would like us to avoid?
What else should this company be able to do? (repair work, warehousing, etc.)
Many Austrian companies sell to Eastern Europe – which countries in addition to Austria would you like to be served?

Your company's history in this market
Is or was your company represented in Austria?
If yes, briefly explain - how should the former/current distributor be handled?

About your visit
Dates of planned visit (please provide a range)
Address in Austria (if known)
Telephone and fax in Austria (if known)
What is your objective for this visit?

Additional Services	
I would like to use the Embassy meeting room	
Please reserve a room for me at a 5-star hotel at the Embassy rate	
Please arrange for a rental car, or car and driver	
I would like to purchase advertising in the local press	
Please send me your visitor's package	
Other service requests...	

