

SPECIAL EVENT REGISTRATION FORM

(Please attach additional sheets if necessary)

Date of the fifth session of the Conference of the Parties	<u>25 October - 5 November 1999</u>	Location <u>Hotel Maritim, Bonn</u>
Organization	_____	
Name of organizer	_____	
Title of organizer	_____	
e-mail:	Phone:	Fax:
Title of special event	_____	
Presenter(s) (Name, organization) ¹	_____	
Theme of the special event and the specific links between theme and climate change process (Please return the agenda for the special event with the form.)		
<u>Requested specifications</u>		
Preferred date(s)	_____	
Duration	1 hour	2 hours
Room capacity	_____	
Overhead projector and screen	_____	
Slide projector and screen	_____	
Other technical requirements ²	_____	
Catering assistance ²	_____	
¹ Presenters must be registered for the sessions under an accredited organization, in accordance with the procedures detailed in the notification.		
² Contact details for other technical requirements and for caterers may be found on the UNFCCC Web site. If further information is required, please contact the secretariat.		
NOTE:		
* All the information requested above needs to be completed before the special event is confirmed.		
* A complete set of the documentation to be made available at the workshop must be deposited with the secretariat.		
* These forms should be returned to the secretariat <u>four (4) weeks before</u> the beginning of the sessions.		

EXHIBIT REGISTRATION FORM

(Please attach additional sheets if necessary)

Date of the fifth session of the Conference of the Parties <u>25 October - 5 November 1999</u>	Location <u>Hotel Maritim, Bonn</u>	
Organization _____		
Name of organizer _____		
Title of organizer _____		
e-mail: _____	Phone: _____	Fax: _____
Name and title of staff at exhibit ¹ _____		
Theme of the exhibit and its relevance to the climate change process		
Design of the exhibit	1 Independent, free standing display	
(Please note that the standard dimensions are <u>2 metres long, 1.5 metres wide and 2 metres high.</u> Exhibits other than this must be specifically requested and described.)	2 Display of literature	
	3 Electronic, interactive display	
	4 Poster display requiring panels to be rented ²	
	5 Poster display on organization's own panels	
	6 Display of technical models (please give details and dimensions)	
	7 Other (please describe)	
Requested logistic requirements		
A table, two chairs and access to power will be provided. Any other requirements will need to be organized through a service provider. ² Please state what other requirements are requested.		
¹ Exhibit staff must be registered for the sessions under an accredited organization, in accordance with the procedures detailed in the notification.		
² Contact details for other logistic requirements may be found on the UNFCCC Web site. If further information is required, please contact the secretariat.		
NOTE:		
* All the information requested above needs to be completed before the exhibit is confirmed.		
* A complete set of the documentation to be made available at the exhibit must be deposited with the secretariat.		
* These forms should be returned to the secretariat four (4) weeks before the beginning of the sessions.		