

Only applications received between 26 March and 6 May 2002 will be considered and on a first come first served basis

**SPECIAL EVENT APPLICATION FORM**  
**The sixteenth sessions of the subsidiary bodies of the UNFCCC**  
**5 -14 June 2002                      Maritim Hotel, Bonn**  
**(PLEASE PRINT CLEARLY AND SIGN BEFORE RETURNING)**

**Organization**

**Name of organizer:**

**Title of organizer:**

**e-mail:**

**Phone:**

**Fax:**

**Title of special event:**

**Presenter(s), (Name, organization) <sup>1</sup>**

**Summary of theme of the special event and the specific links between theme and climate change process: (NB. Please write clearly and succinctly, 25 words max. since this will be added to the website schedule.) You may submit the draft agenda if available.**

**Requested specifications**

Preferred date(s):

Duration

1 hour

2 hours

Anticipated attendance:

Overhead projector and screen

Beamer /LCD

Other technical requirements<sup>2</sup>

Catering assistance<sup>2</sup>

**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 before **6 May 2002**.

**NAME (PRINTED):**

**SIGNATURE:**

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<sup>1</sup> Presenters must be registered for the sessions under an accredited organization, in accordance with the procedures detailed in the notification

<sup>2</sup> 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.

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**EXHIBIT APPLICATION FORM**  
**The sixteenth sessions of the subsidiary bodies of the UNFCCC**  
**5 -14 June 2002                      Maritim Hotel, Bonn**  
**(PLEASE PRINT CLEARLY AND SIGN BEFORE RETURNING)**

**Organization**

**Name of organizer**

**Title of organizer:**

**e-mail:**

**Phone:**

**Fax:**

**Name and title of staff at exhibit:<sup>1</sup>**

**Theme of the exhibit and its relevance to the climate change process:**

**Design of the exhibit<sup>1</sup> (please indicate)**

- |   |  |   |                       |
|---|--|---|-----------------------|
| A | Independent, free standing display                               | B | Display of literature |
| C | Electronic display   |   |                       |
| D | Poster display on organization's own panels                      |   |                       |
| E | Poster display requiring panels to be rented <sup>2</sup>        |   |                       |
| F | Display of technical models (please give details and dimensions) |   |                       |
| G | Other (please describe)  |   |                       |
| H | External display (please give details)                           |   |                       |

**Description of the exhibit space and facilities provided by the secretariat**

- The standard dimensions of the space are 2 m. (length), 1.5 m. (width) and 2 m. (height). Exhibits other than this must be specifically requested and described.

- A table, two chairs and access to power will be provided.

**Please note that any further requirements will be the responsibility of the organizer, who may use the service provider for the conference<sup>2</sup>.**

**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 before **6 May 2002**

**NAME (PRINTED):**

**SIGNATURE:**

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<sup>1</sup> Exhibit staff must be registered for the sessions under an accredited organization, in accordance with the procedures detailed in the notification.

<sup>2</sup> Contact details for the service provider for other logistic requirements may be found on the UNFCCC Web site. If further information is required, please contact the secretariat.