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**Exhibition opportunity for National Societies**

In keeping with the tradition of the Movement’s Statutory Meetings,we inviteNational Societies to promote their activities, campaigns and projects throughout the duration of the meetings in a designated space within the Conference Centre made available for this purpose.

Exhibitors are encouraged to link their exhibitions to the topics addressed during the meetings. There is no fee for hosting an exhibition stand during the Statutory Meetings, although all participants are required to cover the transportation costs of their exhibition materials.

With the aim of providing all National Societies, the ICRC and the IFRC with an opportunity to showcase their projects and activities, the exhibition period is divided into different time slots, and National Societies, the ICRC and the IFRC are requested to kindly select their preferred option when completing the enclosed form. The options are as follows:

* **6–8 November,** during the IFRC General Assembly, open to National Society and IFRC exhibitions (maximum 35 stands).
* **9 November,** during the RC2 Forum, open to National Society, IFRC and ICRC exhibitions related to future and innovation projects (10–15 stands). Exhibitions in this segment should showcase innovative work (inventions and processes that focus on adaptation, improvement and finding and scaling solutions to problems) by National Societies and partners.
* **10–11 November**, during the Council of Delegates, open to National Society, ICRC and IFRC exhibitions (maximum 35 stands).
* 6 photo/poster exhibitions will run throughout the meetings from 6 to 11 November and are open to all exhibitors.

If your National Society is interested in having an exhibition space at the Statutory Meetings, please fill in the form below and send it to [conferences@rcrcconference.org](mailto:conferences@rcrcconference.org) **before 10 September 2017**.

Priority will be given to applicants that submit their proposals as early as possible, and allocation will be made on a ‘first come, first served’ basis.

* The conference centre will provide one table (120 cm x 60 cm) with two chairs and one extension cord per exhibitor stand.

[attach image]

* Exhibitors requiring a background panel to hang posters or display information on should submit a request in advance to the Exhibition Coordinator.
* Exhibitors shall be responsible for the preparation and removal of all exhibited materials used on their stands.
* Exhibitors are required to bring their own printed materials, the technical equipment needed to operate their stand and electricity adaptors.
* The conference centre offers free Wi-Fi throughout its premises.



**Registration form for exhibition space**

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| National Society |  |
| Name and department of person(s) responsible for the exhibition stand during the meeting |  |
| Direct phone number(s) |  |
| Email address |  |
| Signature and date |  |
| Describe the activities and information your organization aims to promote. |  |
| Describe the promotional materials your organization will be using. |  |
| Please check your preferred exhibition dates. | 6–8 November (open to NS and IFRC exhibitions)  9 November (open to NS, IFRC and ICRC exhibitions related to future and innovation projects)  10–11 November, (open to NS, ICRC and IFRC exhibitions)  Photo/poster exhibition: 6–11 November (open to all) |
| Describe the electrical devices you will be bringing. |  |
| Will you need a 2 m x 2 m panel to display promotional materials at your stand? If so, please specify what you will be displaying. |  |
| Please state the dates on which you intend to set up and remove your exhibition stand at the conference centre during the meetings. |  |
| Please state any additional requirements or questions. |  |