



CONVENTION ON BIOLOGICAL DIVERSITY

Deadline: 20 August 2005

Side-Events Request Form

5-9 SEPTEMBER 2005, MONTREAL

Side event requests are processed on a *first-come, first-served basis*

Please ensure that the information below (1 to 6) is provided

For on-line requests, please click here: <http://www.biodiv.org/register/>

1. **Event Title:** _____

2. **Full name + acronym of organizer(s):** _____

3. **Expected number of Participants:** _____

4. **Preferred date and time:**

a) First Choice: /09/2005 time: 1.15-- 2.45 pm. () **OR** 6.30 – 8 p.m. ()

b) Second choice: /09/2005 time: 1.15-- 2.45 pm. () **OR** 6.30 – 8 p.m. ()

c) Third choice: /09/2005 time: 1.15-- 2.45 pm. () **OR** 6.30 – 8 p.m. ()

5. **Requirements *** (Please check the boxes as appropriate)

a) LCD Projector (for PowerPoint presentations) ()

b) PC ()

c) Overhead Projector (for transparencies) ()

d) Other * (please specify): _____

6. **Date of submission:** / /05

7. **Description of event (100-150 words):**

* For additional technical equipment and catering requirements, please refer to pages 3 and 4 heading 10. "Side-Events, Promotional materials and catering" of the "Information Note for Participant