|  |
| --- |
| **HOW TO APPLY FOR FINANCIAL SUPPORT**APPLICATION DEADLINE: **as soon as possible, but no later than 30 April 2018,** send it to the secretariat at public.participation@unece.org  |
| **Twenty-second meeting of the Working Group of the Parties to the Aarhus Convention,** **19-21 June 2018, Geneva, Palais des Nations, Salle XII****Please read the following guidelines attentively for completing your financial support request:** |
| 1. | Please fill out the financial support request form below, and make sure you obtain the **authorizing signature from the authorizing official (e.g. Minister, Chair or other head of organization)**.**Kindly note that your request for financial support will be considered after you register online through the following link:**<https://uncdb.unece.org/app/ext/meeting-registration?id=BYvoxQ>Please indicate in the financial support request form and the online registration form the same operational email address which can be used to provide the necessary information regarding the participation. |
| 2. | **If you are selected to receive financial support we will be contacting you directly.**Your authorised travel dates will be: **Flight arriving in Geneva:*** **Tuesday 19 June 2018 (arriving at the meeting venue before 10.00 a.m.) or 18 June if no suitable flights are available on 19 June.**
* **Flight departing from Geneva:**

**You may depart Geneva after the meeting finishes (if suitable flights are available) or the following day.**If it is not possible for you to travel on these dates, due to inflexible flight schedules or other restrictions, please kindly explain this to the secretariat when submitting your forms. |
|  | **NB. Do not purchase your ticket without prior written authorization from UNECE.**  |
| 4. | Please send the financial support request form. We will also accept scanned and emailed versions. Attn.: Ms. Sadaf Shamsie Tel: +41 22 917 2650 E-mails: public.participation@unece.org  |
| 5. | Please allow two to three weeks for the secretariat to be in touch with you to confirm whether your request for financial support has been accepted.  |

|  |
| --- |
| financial support request form |

|  |
| --- |
| I hereby request financial support for the participation of the expert mentioned below to the following Aarhus Convention meeting: **Twenty-second meeting of the Working Group of the Parties to the Aarhus Convention, 19-21 June 2018, Geneva, Palais des Nations, Salle XII** |
| *AUTHORIZING OFFICIAL (e.g. Minister, Chair or other head of organization):* |
| Family name (Mr / Ms) : |       | First name: |       |
| Professional title: |       |
| Organization: |       |
| Date of signature: |       | Signature: |  |

\*\*\*\*\*

|  |
| --- |
| PARTICIPANT: PERSONAL INFORMATION |
| Family name (Mr / Ms): |       | First name: |       |
| Birth date (dd/mm/yy) |       | Nationality: |       |
| City / country of birth: |       |
| Private home address (in full): |       |
| PARTICIPANT: Proffessional INFORMATION |
| Professional title: |       |
| Organization name: |       |
| Business address / P.O. Box: |       |
| Postal code: |       | City: |       |
| Country: |       |
| Telephone number(s): |       |
| E-mail address(es): |       |