**APPLICATION TO ORGANIZE A PRESS EVENT AT THE SECOND EURASIAN ECONOMIC FORUM**

* ***Applications should be emailed to*** ***press.centre@roscongress.org*** ***at the Roscongress Foundation by 23 May 2023.***
* ***The Organizing Committee will only consider applications in which all fields have been correctly completed.***
* ***Photography and video recording are available as additional services and can be ordered via the personal web office.***
* ***The period for consideration of the application is ten working days.***

|  |  |
| --- | --- |
| **Type of event:** |  *Press conference* *Press briefing* *Signing ceremony* *Press approach* *Other (please specify the type) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| **Date:** |  \_\_\_\_\_\_\_\_ May 2023 |
| **Start time:** | 1) Exact start time: | \_\_\_\_:\_\_\_\_ |
| 2) Range of times:  | From \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_ |
| If the exact time of the event is important, complete part 1. If the start time of the event is flexible, please indicate the range of times within which the event can be held in the part 2. |
| **Duration:** |  |
| **Location:** | Signing ceremony (Olympus Hall Convention and Exhibition Centre, 1st floor) Press point 1 (Olympus Hall Convention and Exhibition Centre, 1st floor) Press point 2 (Olympus Hall Convention and Exhibition Centre, 1st floor) |
| **Application contact person** | Full name/job title: |
| Tel.: |
| Organization: |
| **The fields below are filled out only in case of holding signing ceremony, press conference and press briefing**  |
| **Topic/subject of agreement:** |  |
| **Parties signing agreement (organizations):** |  |
| **Speakers/representatives of organizations signing agreement:** | Full name/job title: |
| Full name/job title: |
| Full name/job title: |
| **Moderator** | Full name: |
| Job title: |
| ***Protocol and organizational support* for press events:** |  Yes\* No\* Where necessary, a separate ***application form*** should be filled out when requesting protocol and administrative support services. |
| **The fields below are filled out only in case of holding press approach (the maximum duration of the press approach – 15 minutes)** |
| **Event name:** |  |
| **Topic:** |  |
| **Speakers:** | Full name/job title: |
| Full name/job title: |
| Full name/job title: |
| **Moderator:** | Full name/job title: |
| Tel.: |