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***Registration Form for Side Event at* 19th CBFP Meeting of Parties (MOP)**

**Date: Proposed time: Desired seating capacity:**

1. **Information on the organizer(s):**

|  |  |
| --- | --- |
| Main organizer: |  |
| Contact person/e-mail: |  |
| Country / Organization |  |
| Co-organizer : |  |
| Partners: |  |

1. **Event Information:**

|  |  |
| --- | --- |
| Event Title: |  |
| Theme: |  |
| Background: |  |
| Objective: |  |
| Thematic focus, format of the event- What type of activities will be conducted: Workshop, Round table, vernissage, launch of initiatives and/or projects, bi-tri-lateral/multi-partite meetings, exhibitions - Film - Video... |  |
| Expected Results |  |
| Target audience & number of participants |  |
| Draft agenda and speakers |  |

1. Needs identification

|  |  |
| --- | --- |
| Desired day and time - Please indicate more than one option |  |
| Duration of the event (maximum 1h30min per event = 90min) |  |
| Desired seating capacity: |  |
| Logistic needs in terms of equipment, video projector, screen, sound system, etc... to be specified |  |
| Simultaneous Translation  / Interpretation needs |  |
| Catering needs |  |
|  |  |

**VII. Side Event agenda template**

**Session Theme:**

|  |  |
| --- | --- |
| X min. | **Introductory note** |
|  | Speakers’ names, title, organization |
|  | **Presentation** |
| X min. | Title of Presentation 1:  Speakers’ names, title, organization |
| X min. | Title of Presentation 2:  Speakers’ names, title, organization |
| X min. | **Panel Discussion** |
|  | Moderator:  Panelist:   * Name, title, organization |
| X min. | **Discussions with the audience** |

**Please send this form to** [**side.event@pfbc-cbfp.org**](mailto:side.event@pfbc-cbfp.org) **and cc before 20 May 2022**

***Central African Congo Basin forests as nature-based solutions to the shared challenges of climate change, biodiversity and sustainable development in Central Africa.***

***Safeguarding and restoring Central African forest landscapes in the Congo Basin can speed up progress on the shared challenges of climate change, biodiversity and sustainable development in Central Africa.***

**Celebrating 20 years of CBFP - Together we have moved forward - Transformative change is up to you!**