

APPLICATION
for Protocol and Organizational Support for Press Conferences
at the Eastern Economic Forum 2019

Date:
(format: DD.MM.YYYY)

Exact start time:
(if agreed with the Roscongress
Foundation)

Planned start time:
(if still to be confirmed
or agreed)

The maximum duration of a press conference is 1 hour. The Organizing Committee cannot guarantee that journalists attending the press conference will have relevant questions regarding the press conference topic.

Full name of the event:

Number of participants:

**Full names of organizations
participating in the press
conference:**

Full names and job titles of participants:

Full names and job titles of participants in Russian:

Will participants be delivering speeches?

Yes

No

At the beginning of the event

At the end of the event

Professional assistants:
(to hand microphones to journalists)

Required

Not required

Format for handing microphones to journalists:

Upon request (raised hand)

According to prior agreement

Media outlets which must be given an opportunity to ask questions (where the format follows a pre-agreed plan):

Full names and job titles of speakers:

Photography:

Yes

No

At beginning of press conference

At end of press conference

Application contact person

Full name and job title:

Mobile number:

Email:

Organization:

Contact person at Forum venue

Full name and job title:

Mobile number:

Email:

Organization:

The completed application form should be sent to veronika.soboleva@roscongress.org no later than 30 August 2019. Please allow five working days to review your request. We will contact you to confirm the information and deal with any organizational issues.

***Please note** that if you plan to hold several consecutive press conferences on different subjects, you must fill in a separate application form for each one and send all forms to the email address indicated above.*

***Please be aware** that applications for protocol and organizational support services for events to be held in the Eastern Economic Forum 2019 press centre will be accepted only if a corresponding request to book a room in the press centre is submitted.*

Should you have any questions concerning this application form, please contact us by phoning: +7 (985) 226 7757.