



11 - 15 APRIL 2011

NAIROBI, KENYA

EXHIBITION GUIDE

The 23rd Session of the
Governing Council of the
United Nations Human
Settlements Programme

11 - 15 APRIL 2011

ABOUT THE EXHIBITION

UN-HABITAT would like to invite partners and organizations interested in urban sustainability to participate in the exhibition at its forthcoming 23rd Session of the Governing Council at the United Nations Office in Nairobi from 11 - 15 April 2011.

The Governing Council meets every two years to examine UN-HABITAT's work and relationships with partners. The occasion gives exhibitors an opportunity to showcase and profile their initiatives, solutions and best practices on urban sustainability to government delegates from over 58 countries as well as accredited partners from civil society, local authorities, the private sector and the media.

If you wish to participate in the exhibition, please contact Victor Mgendi on GCexhibition@unhabitat.org or +254- 20 7623397.

WHO SHOULD EXHIBIT?

UN-HABITAT partners or any organization interested in urban sustainability, particularly those issues related to urban sustainability, including:

- Central and local governments;
- Civil society organizations;
- International organizations;
- Non-governmental organizations;
- Academic institutions;
- Private sector organizations;
- Research organizations;
- Urban practitioners;
- Publishers.

WHY EXHIBIT?

A booth at the Governing Council offers you, the exhibitor, the opportunity to

- Project your comparative advantage, to develop partnerships and expand your network.
- Showcase and profile your initiatives and solutions that address the challenges of urban sustainability.
- Enhance cooperation with your peers from diverse backgrounds and compare notes, approaches and solutions.
- Project your leadership and competence on the international scene.
- Attract new business opportunities and develop partnerships.
- Meet and expand your network with an international audience of over 1,000 participants from local and national governments, private sector, civil society organizations, research institutes, media and international organizations.

BOOTH PACKAGE OPTIONS

BOOTH OPTIONS

There are two categories of displays / booths:

1. Display panels without chairs and tables - Type 1, 2 and 3
2. Booths with chairs and tables - Type 1, 2

See table below:

	TYPE OF DISPLAY			TYPE OF BOOTH	
	Type 1	Type 2	Type 3	Type 1	Type 2
Style	6 (1 x2 m) panels	6 (1 x2 m) panels	4 (1 x2 m) panels	3 (1 x2 m) panels	6 (1 x2 m) panels
Tables	NA	NA	NA	1	2
Chairs				2	4

Each booth comes with:

- 3 Grey “velcro receptive” backwall with a height of 2.0 meters and a width of 1.0 metres
- Header Sign (1 meter in length, across the top of the middle panel. BLOCK LETTERING and LOGO)
- One or two Skirted Table (2m long)
- Two Fabric Chairs
- Two Spot Lights Power (sufficient only for running the lights, and one computer)

TYPES OF DISPLAY

Display Type 1:



Display Type 2:



Display Type 3:



TYPES OF BOOTHS

Booth Type 1:



Booth Type 2:



Panel Wall Pillar Table

- Wireless Internet available or one LAN connection
- Literature Rack (not shown)

LARGER MODULAR BOOTHS

Larger booths can be constructed by combining a number of standard booths. When combining several booths, with the panel between two adjoining stands removed to make a larger booth. For the corner booth, the side panel can be taken out if needed.

CUSTOM BOOTHS

Exhibitors wishing to build customized exhibits can book unfurnished space. Exhibitors will be required to set up their booths at their own cost.

EXHIBITION SETUP AND REMOVAL TIMES

Exhibitors will be allowed entry into the exhibition venue to set up on Friday 8 April 2011. Removal of exhibits must be completed within two days after the event.

OPTIONAL SERVICES

Upon the request of the exhibitors, UN-HABITAT will provide audio visual equipment such as personal computers at a cost.

HOW TO TAKE PART IN THE EXHIBITION

To exhibit at the UN-HABITAT Governing Council, please contact victor.mgendi@unhabitat.org before 5 April 2011.

CONTACT US

GC23 Exhibition applications and general enquiries

Focal point: Victor Mgendi

Website: www.unhabitat.org/gc23

E-mail: GCexhibition@unhabitat.org

Tel: +254 20 762 3397

Fax: +254 20 762 3477



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