**Table Top Exhibition Application Guidelines**

The organizers of the Global Landscapes Forum: Peatlands Matter, to be held in Jakarta on 18 May, 2017, are calling for applications by organizations interested in showcasing their research or projects through a Table Top Exhibition at the event. The cost for a table top exhibition is $1500 USD, with a discounted rate of $1,200 USD available to NGOs from developing countries.

The Table Top Exhibition provides a unique opportunity for organizations working on similar topics to come together and present their work. We are expecting an audience of more than 400 and the table top exhibitions will serve as a central meeting and networking space.

Table top exhibitors will receive:

* A 2 x 2 meter exhibition area including one table, two chairs and one electrical outlet.
* Logo display on online and printed Forum materials
* Two complimentary tickets to the event.

***How to apply***

Complete the application form on the following page and submit it to Mr. Vito Kaparang at [v.kaparang@cgiar.org](mailto:v.kaparang@cgiar.org) . Mr. Kaparang can assist with questions related to your application.

***Important dates***

**1 May:** Deadline for submitting applications

**5 May:** Organizers inform applicants of the outcome of their application

**10 May:** Invoice sent to exhibitors

Global Landscapes Forum: Peatlands Matter

**Application to host a Table Top Exhibition**

(Please read the guidelines in conjunction with this application form)

|  |  |
| --- | --- |
| Indicate which of these themes best corresponds with your work:  ❑ Food, water and energy  ❑ Climate change  ❑ Finance  ❑ Sustainable development  ❑ Restoration  ❑ Other:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Describe the format and objectives of your table top exhibition:** | |
| **CONTACT DETAILS** | |
| 1. **Name** | |
| 1. **Email** | |
| 1. **Skype** | |
| 1. **Telephone** | |
| 1. **Name of (lead) organization** | |
| 1. **Category of organization (please select)**   ❑ Government  ❑ Non-government  ❑ Donor organization  ❑ University or educational institution | ❑ Community organization  ❑ Intergovernmental  ❑ Private sector  ❑ Media  ❑ Other, please specify …………………………….. |
| 1. **Location of lead organization (country)** | |
| 1. **Address of lead organization** | |
| 1. **Website** | |