

## **HOW TO APPLY FOR FINANCIAL SUPPORT**

**APPLICATION DEADLINE:** as soon as possible, but no later than **6 May 2013**

send it to the secretariat at [public.participation@unece.org](mailto:public.participation@unece.org)

**Under the auspices of the Aarhus Convention, Sixth meeting of the Task Force on Access to Justice  
17-18 June 2013 and Sixteenth meeting of the Working Group of the Parties  
19-21 June 2013, Palais des Nations, Geneva Salle V**

**To all eligible participants, please check the box indicating which of the following meetings you plan to attend:**

- 6<sup>th</sup> meeting of the Task Force on Access to Justice, 17-18 June 2013, Salle V** (The meeting of the Task Force will start at 3 p.m. on 17 June; *a meeting of experts involved in the study on access to justice in countries of Eastern Europe, Caucasus and Central Asia will be held in the morning of 17 June*)
- 16<sup>th</sup> meeting of the Working group of the Parties, 19-21 June 2013, Salle V**

**Use the following guidelines attentively for completing your financial support request:**

1. Please fill out the financial support request form as attached, below, and make sure you obtain the **authorizing signature from the authorizing official (e.g. Minister, Chair or other head of organization)**.
2. **Our procedures for financial support have changed, in case you are selected to receive financial support we will be contacting you directly.**

Your authorised travel dates will be:

**Flight arriving in Geneva:**

- **6<sup>th</sup> TF-AJ, Sunday 16 June 2013 or Monday 17 June 2013** (before 1 p.m.; *except those who will participate in the meeting of experts involved in the study (see above)*)
- **16<sup>th</sup> WGP, Tuesday 18 June 2013 or Wednesday 19 June 2013** **early morning** (before 9.00 a.m.)

**Flight departing from Geneva:**

**You may depart Geneva after the meeting or the following day**

If it is not possible for you to travel on these dates, due to inflexible flight schedules or other restrictions, please kindly explain this to the secretariat when submitting your forms.

**NB. Do not purchase your ticket without prior written authorization from UNECE.**

4. Please send the financial support request form. We will also accept scanned and emailed versions.  
Attn.: Ms. Sadaf Shamsie  
Tel: +41 22 917 2650  
E-mails: [public.participation@unece.org](mailto:public.participation@unece.org)
5. Please allow two to three weeks for the secretariat to be in touch with you to confirm whether your request for financial support has been accepted.

## FINANCIAL SUPPORT REQUEST FORM

I hereby request financial support for the participation of the expert mentioned below to the following Aarhus Convention meeting:

- 6<sup>th</sup> meeting of the Task Force on Access to Justice, 17-18 June 2013**
- 16<sup>th</sup> meeting of the Working Group of the Parties, 19-21 June 2013**

*AUTHORIZING OFFICIAL (e.g. Minister, Director):*

<b>Family name (Mr / Ms) :</b>	<b>First name:</b>	
<b>Professional title:</b>		
<b>Organization:</b>		
<b>Date of signature:</b>	<b>Signature:</b>	

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### PARTICIPANT: PERSONAL INFORMATION

<b>Family name (Mr / Ms):</b>	<b>First name:</b>	
<b>Birth date (dd/mm/yy)</b>	<b>Nationality:</b>	
<b>City / country of birth:</b>		
<b>Private home address (in full):</b>		

### PARTICIPANT: PROFESSIONAL INFORMATION

<b>Professional title:</b>		
<b>Organization name:</b>		
<b>Business address / P.O. Box:</b>		
<b>Postal code:</b>	<b>City:</b>	
<b>Country:</b>		
<b>Telephone number(s):</b>		
<b>Fax number(s):</b>		
<b>E-mail address(es):</b>		