



# UNITED NATIONS OFFICE AT GENEVA

## Registration Form

Date: .....

Please fill out this form (*All fields are mandatory*) and e-mail it to [Regulatory.Cooperation@unece.org](mailto:Regulatory.Cooperation@unece.org)  
(or fax to D. Rames: +41 22-917 0037, and bring the original with you to Geneva)

For visa assistance, in addition please fill out the two (2) pages of the registration form together with the requested information and documents as indicated on page 2

|                                       |                                    |                   |  |
|---------------------------------------|------------------------------------|-------------------|--|
| Title of the Conference/ Meeting (1): |                                    | Date of Event (1) |  |
| Title of the Conference/ Meeting (2): |                                    | Date of Event (2) |  |
| Document language preference          | (1) English (2) French (3) Russian |                   |  |

|   |      |   |  |   |  |
|---|------|---|--|---|--|
| Delegation/Participant of Country, Organization or agency: .....  |      |   |  |   |  |
| Participant   |      | FAMILY NAME                                 |  | First Name  |  |
| Mr.   | Mrs. | Ms  |  |   |  |
| I AM REPRESENTING:  |      |   | From ...                                       | to ...  |  |
| the Government of:  |      |   |  |   |  |
| Head of delegation (for Governments only)   |      | Member of delegation (for Governments only) |  |   |  |
| Intergovernmental Organization (IGO)  |      | United Nations Organization                 |  | Non-Governmental Organization (NGO) (ECOSOC accredited) |  |
| Chamber of Commerce   |      | Private Sector                              |  | NGO (not ECOSOC accredited)                             |  |
| Other   |      |   |  |   |  |
| Do you have a badge issued as a Mission diplomat or employee, NGO card issued or a Long Duration conference badge issued in Geneva? If so, PLEASE TICK HERE : |      |   |  |   |  |
| Date of birth: (dd/mm/yyyy):<br>.....   |      | Origin of Identity Document<br>.....        |  | Passport/ID No. ....                                    |  |
|   |      |   |  | Passport/ID expiring on (dd/mm/yyyy): .....             |  |
| Name Organization/Enterprise:   |      |   | Professional title in Organization/Enterprise: |   |  |
| Telephone No. +   |      |   | Fax : +  |   |  |
| E-mail :  |      |   | URL  |   |  |
| Organisation/Enterprise Address:  |      |   |  |   |  |
| City:   |      | Postal Code:                                |  | Country:  |  |
| Address in Geneva:  |      |   |  |   |  |

For VISA ASSISTANCE, please also complete page 2 of this registration form

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|                              |
|------------------------------|
| <b>On Issue of ID Card</b>   |
| <b>Participant Signature</b> |
| [Signature Box]              |
| <b>Date</b>                  |
| [Date Box]                   |

**Participant photograph if form is sent in advance of the conference date.**

**Please PRINT your name on the reverse side of the photograph**

|  |
|--|
| PLEASE NOTE<br>ONLY CERTAIN<br>CONFERENCES<br>REQUIRE A PHOTO,<br>IF YOU ARE NOT<br>ASKED TO<br>PROVIDE ONE BY<br>THE CONFERENCE<br>STAFF YOUR<br>CONFERENCE IS<br>NON PHOTO |
|--|

### Security Use Only

Card N°. Issued

Initials, UN Official

[Initials Box]

## **Request for UNECE VISA ASSISTANCE**

Please send by email to **Dominique.rames@unece.org**, with the following information:

- 1. Completed registration (pages 1 and 2)**
- 2. Copy of your passport (in PDF format only)**
- 3. Dates for which the visa is needed: From: \_\_\_\_\_ To: \_\_\_\_\_**
- 4. The Swiss Consulate (full coordinates including fax No.) where you will apply for visa (see at: <http://www.eda.admin.ch/eda/en/home/rebs.html>)**

Upon receipt of the above, UNECE will assist you.

Thank you