



**Eighteenth meeting of the Conference of the Parties  
Colombo (Sri Lanka), 23 May to 3 June 2019**

[Bandaranaike Memorial International Conference Hall](#)

Bauddhaloka Mawatha, Colombo 07, Sri Lanka

**Procedures for media accreditation**

Only *bona fide* representatives of print and online media, photo, radio, television, film and new agencies will be accredited to cover this meeting.

Requests to attend the 18<sup>th</sup> meeting of the Conference of the Parties to CITES (CITES CoP18) must be sent through a letter with the official letterhead of a media organization signed by the Editor-in-chief or Bureau Chief, specifying the name and functional title of the journalist (unsigned letters or e-mails will not be accepted), together with the *Media accreditation form*, a scan of valid professional press card, and a front facing, passport sized, color photograph to Mr. LIU Yuan, Programme and Communications Officer of the CITES Secretariat at [yuan.liu@cites.org](mailto:yuan.liu@cites.org) and copied to Ms. Nadia Berny at [nadia.berny@cites.org](mailto:nadia.berny@cites.org).

This accreditation procedure should be read in conjunction with the policy of the [United Nations](#) for media accreditation. Please note that under UN policy, media accreditation is not accorded to the information outlets of non-governmental organizations and no double accreditation is allowed (e.g. as both press and government delegate, or as both press and representative of an NGO).

At the Bandaranaike Memorial International Conference Hall in Colombo, badges can be picked up at the media accreditation counter upon presentation of identification documents (passport, official national press pass, driver's license, etc) or of a valid photo press pass from any United Nations Centre, together with a copy of the *Priority Pass* which will be sent by the Secretariat to each accredited journalist. A letter of invitation will accompany the latter to facilitate the *free* visa procedure.

For press releases and other information on the meeting, please contact the Press Service of the CITES Secretariat at the above coordinates or visit the CITES website at: <http://www.cites.org>.



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**Media accreditation form**

(Please type or use block capitals)

*I am a journalist and I plan to cover the meeting*

<input type="checkbox"/> Mr <input type="checkbox"/> Ms	
<b>Family name</b>	
<b>Given name</b>	
<b>Job title</b>	
<b>Nationality</b>	
<b>Passport number</b>	
<b>Media</b>	<i>(name of publication, press agency, radio or TV station)</i>
<b>Permanent office address</b>	
<b>Headquarters' mailing address (if different)</b>	
<b>Telephone and fax</b>	
<b>Email</b>	(incl. e-mail address of the Editor in Chief or Bureau Chief)
<b>Contact address during the event and mobile phone number</b>	
<b>Category</b>	<input type="checkbox"/> Daily newspaper <input type="checkbox"/> News agency <input type="checkbox"/> Weekly publication <input type="checkbox"/> Online media <input type="checkbox"/> TV station <input type="checkbox"/> Photo <input type="checkbox"/> Radio station <input type="checkbox"/> Scientific/wildlife press
<b>Position</b>	<input type="checkbox"/> Cameraman <input type="checkbox"/> Editor <input type="checkbox"/> Photographer <input type="checkbox"/> Correspondent <input type="checkbox"/> Reporter <input type="checkbox"/> Technician
<b>I will be attending on the following date(s)</b>	

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_