



APPLICATION
for Protocol and Organizational Support
for Press Conferences at the Second Summit,
Russia – Africa Economic and Humanitarian
Forum

Date:
(format: DD.MM.YYYY)

Exact start time:
(if agreed with the Roscongress Foundation)

Planned start time:
(if still to be confirmed or agreed)

The maximum duration of a press conference is 1 hour. The Organizing Committee cannot guarantee that journalists attending the press conference will have relevant questions regarding the press conference topic.

Full name of the event:

Number of participants:

Full names of organizations participating in the press conference:

Full names and job titles of participants:

Full names and job titles of participants in Russian:

Photography:

Yes

No

At the beginning of the press conference

At the end of the press conference

Professional assistants:
(to hand microphones to journalists)

Required

Not required

Will participants be delivering speeches?

Yes

No

At the beginning of the event

At the end of the event

Full names and job titles of speakers:

Format for handing microphones to journalists:

Upon request (raised hand)

By prior agreement

Media outlets that must be given an opportunity to ask a question (where questions are asked by prior agreement):

Application contact person

Full name and job title:

Tel.:

Email:

Organization:

Contact person at the Forum venue

Full name and job title:

Tel.:

Email:

Organization:

The completed application form should be sent to presscentre@roscongress.org no later than 21 July 2023. Please allow five working days for consideration of your request. We will contact you to confirm details and deal with any organizational issues.

***Please note** that if you plan to hold several consecutive press conferences on different subjects, you must fill in a separate application form for each one and send all forms to the email address indicated above.*

***Please be aware** that applications for protocol and organizational support services for events to be held in the Second Summit, Russia – Africa Economic and Humanitarian Forum press centre will be accepted only if a corresponding request to book a room in the press centre has been submitted.*