



Date: 3 March 2022

Dear Madam/Sir,

**Subject: Invitation to participate in the UNCCD COP 15 exhibition**

The fifteenth session of the Conference of the Parties (COP 15) to the United Nations Convention to Combat Desertification (UNCCD) will be held from 9 to 20 May 2022 in Abidjan, Côte d'Ivoire. The conference will take place at:

Sofitel Abidjan Hotel Ivoire  
Boulevard Hassan II,  
08 Abidjan, Côte d'Ivoire  
Tel.: +225 27 2248 2626  
Fax: +225 27 2244 6518  
E-mail: [H8844@SOFITEL.COM](mailto:H8844@SOFITEL.COM)

The UNCCD secretariat would like to invite partners to participate in COP15 exhibition. As space will be limited, we encourage you to apply soon. The following allocation criteria will apply:

1. Activities to be exhibited should be relevant to the objectives of the United Nations Convention to Combat Desertification and related SDGs.
2. Applicants will be allotted a maximum of 9 m2 of exhibition space, (incl. a standard equipment of one table, two chairs, power outlet and Wi-Fi for free) which will be assigned based on the degree of relevance to the objectives of the Convention and an equitable geographical distribution.
3. All exhibitors will be responsible for the customs clearance of their exhibition material in accordance with the customs regulations of Republic of Côte d'Ivoire. The secretariat may, however, provide assistance.
4. The secretariat is responsible only for the allocation of exhibition space. Additional arrangements can be made through the secretariat depending on availability and on a first-come, first-served basis. All exhibitors will be responsible for the setting-up and maintenance of their own booths. Please consult the Guidelines for Exhibitors.
5. For exhibitions related information, please check out regularly UNCCD COP15 website: <https://www.unccd.int/cop15>.
6. For further information about additional equipment for exhibitors, including infrastructure and technology, as well as transport, shipment and storage, please contact:

Ms. Lohorougnon Alexise Michela  
Director  
Cabinet International Kaizene  
Tel: +225 07 89 86 35 13  
E-mail: alexisemichela@yahoo.fr



Participants wishing to participate as exhibitors are kindly requested to fill in and send the application form by email to: [exhibition@unccd.int](mailto:exhibition@unccd.int)

This invitation letter and the application form are available on-line as well:  
<https://www.unccd.int/cop15>

The deadline for submission of requests is **14 March 2022**.

Applicants will be notified of the results from their application by **7 April 2022**.

We thank you very much for your continuous commitment and we are looking forward to meeting you at the UNCCD COP 15.

Yours sincerely,



Ibrahim Thiaw  
Executive Secretary

The signature is a fluid, cursive script in black ink. The stamp is circular with a blue border containing the text 'SECRETARIAT OF THE CONVENTION TO COMBAT DESERTIFICATION' and 'UNCCD' in the center.