
1st Meeting of the AEWA Lesser White-fronted Goose International Working Group

30.11.-1.12.2010 – Ministry of the Environment, Helsinki, Finland

ADDITIONAL INFORMATION FOR FUNDED DELEGATES

Terms of sponsorship:

- **Economy air/rail ticket to/from Helsinki** (travel booking is arranged by the Secretariat only, unless otherwise agreed upon in advance – we will contact you concerning the travel arrangements as soon as we have received your registration form);
- **Hotel accommodation including all meals**
- **Reimbursement of visa fees** (only against original receipts – not copies)

Funded delegates will be required to meet **ALL** other incidental expenses (such as telephone, internet, room service etc.) related to their accommodation or attendance at the meeting, whether in Finland or in their home country.

Breakfasts are included in the cost of the hotel rooms and therefore covered by the Secretariat for the relevant number of nights; lunches will be covered on the days of the Working Group Meeting; dinner will be covered on the evening of the 30th of November.

Funded delegates will receive a lump sum for all relevant remaining subsistence costs including transfers. Please note that the cost of taxis will **NOT** be reimbursed – any local travel is covered by the above-mentioned lump sum.

Payment Procedure:

A room at the Ministry of the Environment will be designated for payment processing – the room and opening times will be signposted at the venue. Please be sure to have the following documentation with you:

- **Your passport**
- **Boarding cards and/or original train tickets**
- **Original receipts for payment of visa fees**

Please contact the UNEP/AEWA Secretariat if you have any questions related to the terms of sponsorship.