



MEDIA ADVISORY

1. Introduction

On 17 and 18 November 2016, the Socialist Republic of Vietnam will host the Hanoi Conference on Illegal Wildlife Trade, the third global high level conference on Illegal Wildlife Trade after the ground-breaking London (2014), and Kasane (2015) Conferences. The Hanoi conference will bring together global leaders and stakeholders to help eradicate illegal wildlife trade and better protect wild species from the threat of over-exploitation. The Conference program is available at <http://iwthanoi.vn/agenda/>.

2. Media attending sessions

- Media is invited to attend the Opening ceremony of the High-level conference on from 09:00 to 10:00 on 17th November 2016 at Hanoi Lottle Hotel only.
- The Press Release will be available at 17:00 at the Conference venue. The Secretariat will also send a copy of the Press Release to the registered Press.
- Media is welcomed to attend all side events and exhibition from 12:30 on 17th November 2016.

3. Registration

Media members who wish to cover the Hanoi Conference and related events will have to submit online registration to the Secretariat at <http://iwthanoi.vn> before the 14th October 2015. For details and information please contact the Hanoi Conference Secretariat at info@iwthanoi.vn. Registration will open for media at 8:00 on 17 November at 6th Floor.

4. Required Documents

Required documents for National Media:

- Letter of assignment from the editor/executive board of the media.
- Copy of press card- validity must be at least three months.
- Digital photograph- file size must not exceed 5MB.

Required documents for International Media:



- Letter of assignment from the editor/executive board of the media.
- Copy of press card- validity must be at least three months.
- Digital photograph- file size must not exceed 5MB.
- Copy of passport -valid for at least 6 months upon entry into Vietnam.
- Copy of Vietnam entry visa.

5. Confirmation

Confirmation will be sent by email to media applicants after all required documents have been completed and received by the Hanoi Conference Secretariat. Incomplete applications will not be processed.

6. Security

Please note that all media members will have their equipment checked at the security checkpoint before entering the Lotte Hotel Hanoi Conference venue.