**APPLICATION TO BOOK AN INTERVIEW ROOM
AT THE INTERNATIONAL ARCTIC FORUM 2019**

* ***Requests should be emailed to the Roscongress Foundation at*** ***veronika.soboleva@roscongress.org*** ***by 5 April 2019.***
* ***The Organizing Committee will only consider request forms in which all fields have been completed correctly.***
* ***Please allow three working days for consideration of your request.***
* ***The Organizing Committee reserves the right to decline to provide services without explanation.***

|  |  |
| --- | --- |
| **Requesting organization** |  |
| **Contact person at****organization** | Surname: |  |
|  |  |
| First name: |  |
|  |  |
| Patronymic (if applicable): |  |
|  |  |
| Job title: |  |
|  |  |  |
| **Contact information** | Tel.: |  |
|  |  |
| Email: |  |
|  |  |
| Tel. (alternative): |  |
|  |  |
| **Date of interview** | \_\_\_\_\_\_ April 2019 |  |
| **Start time** | 1. Exact start time: | \_\_\_\_\_:\_\_\_\_\_ |
|  |  |  |
|  | 2. Exact finish time: | \_\_\_\_\_:\_\_\_\_\_ |

**Please note:** interviews must not exceed the maximum time limit of **30 minutes**.

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|  **Location** | Press centre, interview room |  |
|  |  |  |  |  |  |  |  |  |
| **Speaker** | Surname: |  |  |  |  |  |  |  |
| First name: |  |  |  |  |  |  |  |
| Patronymic (if applicable): |  |  |  |
| **Speaker’s job title** |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Organization that the****speaker is representing** |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Interview language** |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Do you require an****interpreter?**(This service is available at additional cost and can be requested through thepersonal web office) |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  | Yes | No |  |  |  |
|  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Which language(s) do you need interpreting services in?** |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| *From*  |  |  |  | *into* |  |  |  | *(and vice versa)* |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |