



World Organization of the Scout Movement
Organisation Mondiale du Mouvement Scout

World Scout **Bureau** Mondial du Scoutisme

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CIRCULAR N° 16/2005

To: International Commissioners

May 2005

Displays at the 37th World Scout Conference

Dear Colleagues,

All Scout organizations are invited to display information about Scouting in their country at the 37th World Scout Conference, which will take place on 5-9 September 2005 in The Medina Mediterranea, in Yasmine Hammamet, Tunisia.

Displays are a good opportunity to:

- illustrate the Conference theme: "Breaking down barriers"
- show your Organization's approach to the "Strategy for Scouting: achieving our mission";
- invite Scouts from other countries to attend events in your country;
- display new Scouting literature and other new Scouting materials;
- show successful activities, new ideas for training, public relations programmes, Jamboree-on-the-Internet, etc.

All displays must be reserved in advance by using the attached form. Every effort will be made to provide good display positions for each organization reserving space. Space will be allocated according to the date the reservation is received.

When planning your display, keep the following points in mind:

1. Displays must be directly related to Scouting. Displays which are primarily political, or those which might offend delegates from other countries, will not be permitted.
2. Items cannot be sold at the displays because of various regulations, taxes, import fees, etc. You can provide order forms.
3. Displays should not contain any items which are valuable. It cannot be guaranteed that the display area will be protected at all times.
4. Electricity and tables for displays will not be available.
5. All items in your display should be attached to the display panel, with double-sided tape. Tacks, pins, stapels, etc. cannot be used.

We look forward to receiving your reservation form, **no later than 1 August 2005**, and we thank you in advance for working to create a display which will help make the Conference a great success.

Yours sincerely,

Eduardo Missoni
Secretary General

37th World Scout Conference - Yasmine Hammamet, Tunisia Request for Display Space

1. Yes, we want to reserve space for a display *representing our Organization*
 No thank you, we do not want to reserve display space

2. **Request for display panels.** 242 cm high, 97 cm wide. (The top 30 cm is reserved for a sign, which will be provided, showing the name of your country or organization.)

ONE display panel is guaranteed for requests received before 1 August.

If more panels are available, how many would you like, in total? _____

Your request will be confirmed as soon as possible, not later than 10 August.

3. **Free-standing, self supporting, displays**

We have a free-standing exhibit which requires floor space:

_____ cm wide, and _____ cm deep

one-sided (against a wall) or two-sided

ONE metre of floor space is guaranteed for requests received before 1 August. Requests for additional space will be confirmed as soon as possible, not later than 10 August.

4. We will bring our display/material with us
 We will ship it in advance (Address below)

5. Do you have any special requests / needs?

Note:

- a. The placement of exhibits will be based on the date the reservation request is received.
b. Exhibits must be mounted by 18:00 on Sunday 4 September. If no message has been received asking for later installation, your space may be allocated to someone on the waiting list, or the position of your exhibit will be changed.

Submitted by: _____ Date _____

Title _____ Country _____

Organization _____ email _____

Send this form to: World Scout Bureau, P.O. Box 91, 1211 Geneva 4 Planpalais, Switzerland
email information to: mclayton@world.scout.org fax: +41 22 705 1020

Shipping: Shipments should be made to arrive six weeks in advance (23 July). We have been cautioned that printed materials are frequently delayed due to inspection procedures.

37th World Scout Conference
MEDINA MEDITERRANEA
Rue de la Médina
8050 Yasmine Hammamet
TUNISIA

Hold for: (name and country)

