

Swiss - Azerbaijan Business Cooperation Forum for Sustainable Regional Prosperity

Venue: Baku, Azerbaijan

Dates: 26 - 27 October, 2022 (Arr. 25 & Dep. 28 October)

Early Bird Application Deadline: 5 July, 2022

Final Application Deadline: 25 August, 2022



Forum Main Goal

2 days Swiss - Azerbaijan Business Cooperation Forum for Sustainable Regional Prosperity has the following main goals

- To mobilize, bring together, introduce, explore and closely acquaintance with potential local-regional stakeholders, investors, suppliers, partners, specialists and clients towards building new joint strategic close and broad cooperation
- Giving chance to Swiss-Local-Regional stakeholders, suppliers, partners and clients to explore new expansion, markets, investment and cooperation opportunities
- Support the UN Sustainable Goals and Regional Prosperity
- To explore and closely acquaintance with local-regional business import-export and transit opportunities, innovative ideas, underground and above ground natural resources

Who Can be Applicant as Forum-Expo Presenter and Visitor-Guest?

- Any State, Public, Private, Academic and Educational Institutions and business leaders based in Switzerland interested to present and expand its business in Azerbaijan generally in Caucasus Region, closely acquaintance with local-regional market, import-export opportunities and looking for local-regional potential partners.
- Any representatives of State, Public, Private, Academic and Educational Institutions, business leaders and specialists based in Azerbaijan are most welcome to join the Forum as a guest and to Expo as visitor.

Exhibition Program

25 October, 2022

- Arriving Heydar Aliyev Airport & Transfer to Hotel
- Welcome Dinner for Participants: 19.00 - 21.00
- Setting up exhibition booths & preparation of Expo tables

26 October, 2022

07.00 - 09.00	Breakfast
09.00 - 09.30	Opening speech, Introduction & Welcome to participants
09.30 - 12.30	Presentation by Companies/Organizations (30 min. each Presenter)
12.30 - 14.00	Business Lunch
14.00 - 18.00	Exhibition & B2B Meetings
18.00 - 19.00	Free Time
19.00 - 21.00	Business Dinner
21.00 -	City Walk & Evening Programs

27 October, 2022

07.00 - 09.00	Breakfast
09.00 - 12.30	Presentation by Companies/Organizations (30 min. each Presenter)
12.30 - 14.00	Business Lunch
14.00 - 18.00	Exhibition & B2B Meetings
18.00 - 19.00	Free Time
19.00 - 21.00	Business Dinner
21.00 -	City Walk & Evening Programs

28 October, 2022: Check-out from Hotel till 10.00 & Transfer to Heydar Aliyev Airport

Why to visit Azerbaijan as a New Business Destination

- Visit to Land of Ancient Human Habitat and Land of Historical Monuments (Stone Age, Gobustan UNESCO World Heritage Place)
- Visit to Land of Zoroastrians (Ateshgah Fire Temple, 7th Century, Baku)
- Visit to Land of Khazars & Mountain Jews (5th Century, Guba)
- Visit to Land of Christian Caucasus Albanians (5th Century, Sheki)
- Visit to Land where Silk Road crossing which connected the East and West (2nd Century)
- Visit to Land where mass underground and above ground natural resources exists
- Visit to Land with incredibly unique natural contrasts: 9 of 11 main climatic types of the Earth, from subtropics to alpine meadows represents
- Visit to Azerbaijan to taste the amazing different traditional local foods
- Visit to Caspian Sea which is rich with its world famous Petrol, Gas, Black Caviar & Beautiful Beaches)
- Visit to Land where hospitable people waiting you
- and for many other unique historical, natural & cultural reasons

Participation Fee

- | | |
|-------------------------------------------------------------|---------------------------------|
| - Early Bird Registration Fee until 5 July, 2022 | 3750EUR / Applicant Institution |
| - Final Registration Fee until 25 August, 2022 | 4350EUR / Applicant Institution |
| - Remote Participation Fee (Without sending representative) | 1000EUR / Applicant Institution |

Available Discounts & Conditions

- 10% discount for Alumni of IPD programs
- 10% discount for Annual **ProPeace** Members (For registration please visit www.ipdinstitute.ch)
- All the expenses mentioned in below considered for 2 Representatives per Applicant Institution
- Additional representative participation is possible upon request by email and confirmation by IPD
- Upon request Accommodation Stay in Double or Triple room is also possible
- Extra Night stay booking in Hotel is possible upon request and please state it in your filled application
- Participation fee is un-refundable because of the travel & hotel booking expenses + administrative expenses

Price includes

- ❖ 10% reduction to join other future programs of IPD
- ❖ 4 Days / 3 Nights Single Room Accommodation stay in 5 or 4 stars hotels in the central place of Baku city
- ❖ Economy class roundtrip flight tickets from Switzerland to Baku Heydar Aliyev Airport
- ❖ 30 Min. Power Point Presentation or Speech during the Forum for the Presentation of the Companies/Organizations
- ❖ 4 Sqm. area space for Exhibit services and products of Companies/Organizations includes 1 table - 4 chairs (More space, tables and chairs possible upon request from IPD)
- ❖ 3 times Group Business Dinners for 2 Person
- ❖ 2 times Lunch for 2 Person during Forum days
- ❖ Coffee, tea & water during Forum period
- ❖ Forum participants name and logo in event badge, banners and posters
- ❖ Brief Promotional information in Forum Catalogue (name, logo, contact details and brief introduction: maximum 100 words).
- ❖ Power supply and electrical consumption
- ❖ High speed accessible WiFi in Hotel & Event venue area

- ❖ Airport Welcome & Departure Trips
- ❖ Daily evening programs after dinner
- ❖ Pavilion cleaning, general pavilion security, technical design and support
- ❖ Registration fee
- ❖ Invitation letter

D) Extra Service Expenses: Upon request & Un-refundable

- ❖ Additional table rent expenses for Exhibition space: 650EUR + 4 Sqm. area
- ❖ Additional representative expenses includes economic base roundtrip flight tickets from Switzerland to Azerbaijan, 3 nights Single room accommodation/breakfast, 2 lunch, 3 times Dinner, Coffee-Breaks, Arriving/Departure Transits & administrative expenses: 1750EUR
- ❖ Individual Translator (English-Azerbaijan or English-Russian): 80EUR per hour
- ❖ Additional stay in 5-4 stars Hotel: 120EUR per nights for Single room includes breakfast
- ❖ Advertisement in Forum Catalogue (Full Page, Vertical)
 - Colourful, A5 Format, Vertical: 1500EUR for Back Cover
 - Colourful, A5 Format, Vertical: 500EUR for Inside of Catalogue

Benefits of to be Sponsor of Forum-Expo

- ❖ Separate table with roll-up banner of sponsor during the Forum - Expo period
- ❖ Promotion company products, services and positive image through presentation among participants, guests and visitors
- ❖ An opportunity to find new potential partners and clients
- ❖ Names, logos and contact detail of Sponsors will be separately promoted through Forum catalogue, posters and banners.
- ❖ Printing and producing souvenirs for distribution with name of Sponsor (Upon request)

Types of Sponsorship

- ❖ Diamond Sponsorship: 25000-50000EUR
- ❖ Platinum Sponsorship: 15000-25000EUR
- ❖ Gold Sponsorship: 10000-15000EUR
- ❖ Silver Sponsorship: 5000-10000
- ❖ Gala Dinner Sponsorship during the Opening Ceremony: 10000EUR
- ❖ Coffee Break Sponsorship for Exhibitors during 2 days Exhibition: 5000EUR
- ❖ Sponsorship for Exhibition T-shirt & Caps (1000 pieces): 10000EUR
- ❖ Sponsorship for Exhibition Umbrella (1000 pieces): 15000EUR
- ❖ Sponsorship for Exhibition USB Stick (1000 pieces): 10000EUR
- ❖ Sponsorship for Exhibition Pen Sponsorship (1000 pieces): 5000EUR
- ❖ Sponsorship for Exhibition Notebook (1000 pieces) 5000EUR
- ❖ Sponsorship for Exhibition Package (1000 pieces) 5000EUR
- ❖ Sponsorship for Jug (1000 pieces) 10000EUR
- ❖ Other desired Sponsorship amount

Cancellation Rules and Deadline

Cancellation of participation till the **8 September, 2022** there will be cancellation charge **50%** of the **participation fee**. There will be no-refund on paid fee if there will be any kind of participation cancellation after **8 September, 2022**.

Bank Details for the Payment

Beneficiary`s Name: Institute for Peace and Dialogue (IPD)

Bank Name: PostFinance Ltd

Bank Address: Mingerstrasse 20, 3030 Bern, Switzerland

Account number: 91-577724-2 EUR

IBAN: CH 27 0900 0000 9157 7724 2

SWIFT code: POFICHBEXXX

Contact person

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Thank you very much for joining and supporting our Swiss - Azerbaijan Business Cooperation Forum for Sustainable Regional Prosperity

If you have any problem to contact with us via your office email, then please try to write us via online contact form or via your personal email or via Skype and inform your IT Department about the technical problem.

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