

United Nations Nations Unies

NGO SECTION, DESA

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16 April 2004

**Reference: Committee on Non-Governmental Organization
(New York, 10-28 May 2004 Session)**

Dear Sir/Madam,

This is to inform you that consideration of your organization's application for consultative status by the Committee on Non-Governmental Organizations will take place during the 2004 Session in New York, scheduled for 10-28 May 2004.

You may wish to send no more than two representatives to be present in the Committee, but please keep in mind that this is not mandatory and it will not affect in any way the consideration of your application. Unfortunately we cannot determine the exact date at which your application will be reviewed during the session due to the Committee's workload.

If you decide to send representatives, kindly provide us as soon as possible and no later than 30 April 2004 (i) the name, address, telephone and fax number of your representative(s), and (ii) their address and telephone number where they can be reached while in New York. Should you be unable to send a representative(s), kindly provide the name, telephone and fax number or a contact person to whom inquiries may be addressed during the session of the Committee.

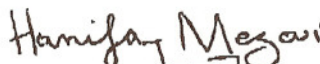
The Committee on NGOs will meet from 10:00 a.m. to 1:00 p.m. and 3:00 p.m. to 6:00 p.m. each day during the session. Please be advised that an official pass is necessary to enter the United Nations premises. Passes will be issued from 9:00 a.m. to 11:00 a.m. and 2:30 p.m. to 3:30 p.m. at our office, located at:

1 United Nations Plaza, 14th Floor, Room DC1-1477, New York
Tel: (212) 963-8652 / 963-3192 / 963-8477 Fax: (212) 963-9248

Please be advised that travel costs and all other expenses cannot be borne by the United Nations. All visa and transportation arrangements are the sole responsibility of your organization.

For security reasons, representatives are requested to bring a valid photo identification (e.g., passport, driver's license, etc.), a letter on official letterhead of the organization naming the representative(s) who will attend and a copy of this notification letter.

Sincerely yours,



Hanifa Mezoui, Chief
NGO Section / DESA

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