



Guidelines for marketplace/exhibitions

Second High-Level Meeting of the Global Partnership for Effective Development Co-operation

Nairobi, 30 November – 1 December 2016

Contacts:

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Introduction

The Government of Kenya will host the Second High Level Meeting (HLM2) of the Global Partnership for Effective Development Cooperation (GPEDC) from 28th November – 1st December 2016.. The conference will be attended by over 3,000 high level representatives from government, intergovernmental bodies, parliaments, civil society, the private sector, trade unions and academic institutions from around the world.

The Government of Kenya as host of the HLM2 of the GPEDC would therefore like to provide space for market place/exhibitions for governments, organizations and companies to showcase relevant programs, products and services, and share research and other knowledge products on good practices and lessons learned in advancing effective development cooperation at various levels.

Proposed areas for exhibition

We welcome market place/exhibitions from any sector of the economy to showcase innovative ideas or to market products of organization or individuals.

What facilities will be available?

The **GPEDC Market Place** will take place during the four days of the High Level Meeting, which will be held at the Kenyatta International Convention Centre, Nairobi, Kenya. The Market Place will be held in a designated tented area within the premises of the Conference Centre, easily accessible to conference participants. The size of the booths will be 3 metres by 3 metres and no consideration will be made for provision of a larger size as designated.

Exhibitors will be responsible for all other costs associated with their booths including shipping of materials, etc. and must ensure that their equipment fit within the booth size to be provided.

The successful organizations will get two (2) badges per booth, which will permit exhibitors to access the GPEDC Market Place only. Exhibitors will have to register separately for the HLM2 conference if they would like to attend the various sessions.

How can my organization/country submit a proposal for exhibition?

Applications are open to all governments, organisations, companies or individuals. **Applications by youth or women groups who may wish to showcase some innovations or work that they are doing in development field are highly encouraged**



Applications should be submitted by completing the **GPEDC Market Place Application Form** and e-mailing it to hlm2mktplace@gmail.com. Only applications submitted to the above address will be considered.

Deadline for submission of proposals

All proposals must be submitted on or before **30th July 2016**.

Next steps

Once the call for applications has been closed, exhibitors will be selected by the Kenyan Government as per the set out criteria. The Government of Kenya will contact all applicants to inform them of the result of their application and to discuss further logistical and substantive information about their exhibitions.

The list of selected exhibitors will then be published on the host HLM2 website and High-Level Meeting section of the Global Partnership's website.

Additional questions?

E-mail: hlm2mktplace@gmail.com

