



## **INFORMATION NOTE**

# **TURKEY-AFRICA 1<sup>st</sup> AGRICULTURE MINISTERS MEETING AND AGRIBUSINESS FORUM**



**ANTALYA, REPUBLIC OF TURKIYE**

### **1. DATE OF MEETING:**

The Meeting and Business Forum will take place on 27-28 April 2017.

### **2. VENUE OF THE MEETING**

The Meeting will be held in Antalya, Republic of Türkiye.

### **3. AIRPORT WELCOMING SERVICES**

The welcoming and farewell services for the delegates will be available from 26 to 29 April 2017. Private cars will be provided for the Ministers who will be attending the Meeting. In addition, there will be a pool of cars available for Heads of Delegations as well as other delegates and observers.

Delegates will be welcomed at the airport provided that they inform the Meeting Coordination Office in advance.

Participants are kindly requested to notify the Meeting Coordination Office and/or Meeting Bureau of their names and flight schedules by 25 March 2016 at the latest to enable the host officers to meet them at the airport and make necessary arrangements.

### **4. REGISTRATION**

All delegates are requested to fill the registration forms and returned them to the Meeting Coordination Bureau. Identification badges will be issued to all registered delegates.

### **5. HOTEL ACCOMMODATION AND TRAVEL**

Regarding accommodation and meal expenses of attendees:

a. Accommodation and meals for the Ministers will be covered by the Government of the Republic of Turkey from 26 to 28 April 2017. Accommodation including breakfast and lunch and dinner of two delegates from each invited country and Heads of Delegation from International Organizations will be covered by the Government of the Republic of Turkey from 26 to 28 April 2017.

b. Accommodation expenses of the rest of the delegations and the representatives of the International Organizations will be met by themselves.

c. All the participants are invited to the lunches, dinners and the social programme offered by the host country.

d. Host country will cover travel expenses of the invited Ministers and two other Delegates.

### **6. VISAS**

All participants are advised to check with the Turkish Consulate for visa requirements. Host country will make necessary official arrangements for the facilitation of visa approval process for each participant from African Countries.