**APPLICATION for booking an interview room at the Russian Investment Forum**

|  |  |  |
| --- | --- | --- |
| **Requesting organization:** |  | |
| **Contact person at organization:** | Surname: | |
| First name: | |
| Patronymic (if applicable): | |
| Job title: | |
| **Contact information:** | Tel.: | |
| Email: | |
| Tel. (alternative): | |
| **Date of interview:** | \_\_\_\_ \_\_\_\_\_\_, 2017 | |
| **Start time:** | 1. Exact start time: | \_\_\_\_\_:\_\_\_\_\_ |
| 2. Exact finish time: | \_\_\_\_\_:\_\_\_\_\_ |
| **Please note:** the maximum interview duration is 45 minutes! | | |
| **Location:** | Interview Room, Press Centre | |
| **Speaker:** | Surname: | |
| First name: | |
| Patronymic (if applicable): | |
| **Speaker’s job title:** |  | |
| **Organization (which the speaker is representing):** |  | |
| **Interview language:** |  | |
| **Do you require an interpreter?**  (This is a paid service, which can be requested through the Personal Web Office): | Yes No | |
| **From and into which language(s) do you need interpreting services?** | From into (and vice versa) | |

***Requests should be emailed to the Roscongress Foundation at*** [***press.centre@roscongress.org***](mailto:press.centre@roscongress.com) ***by February 20, 2017. Please allow three working days for consideration of your request.*** ***The Organizing Committee will only consider applications in which all fields have been correctly completed. The Organizing Committee reserves the right to refuse providing services without explanation.***