Dear participants of the 2015 Global Landscapes Forum,

We look forward to welcoming you at the 2015 Global Landscapes Forum, which officially gets underway at 12:15 on Saturday 5 December. More than 3000 people have already registered online to attend the event.

There are two ways to collect your badge for the Global Landscapes Forum.

1. Anyone who will be at the UNFCCC COP21 exhibition venue (with COP21 accreditation) can collect their badge from the CIFOR booth (no. 3D), from **Tuesday 1 December** until **Thursday 3 December**, 10:00 – 12:00 and 13:00 – 16:00. Please bring your registration confirmation letter with you (printed or on your mobile device) to show to the registration staff at the booth.

   **If you are registered as an official UNFCCC country delegate / negotiator**, please show your UNFCCC ID tag to collect your Global Landscapes Forum badge for free.

2. All others can collect their badge at the **Palais des congrès in Paris** at any time from **11:00 to 17:00 on Saturday 5 December and from 7:30 to 17:00 on Sunday 6 December**. The registration counter is at the lobby level. We encourage you to arrive early, as additional security measures will be in place (see below), which may cause delays (hot drinks will be served from opening of registration on both days).

Please note that you have been registered as a **VIP participant**, which grants you access to the VIP lounge (Room 242A). Hot drinks, snacks and Sunday lunch will be served within the room. Kindly let us know **if you wish someone in your team to be authorized to accompany you** to the VIP lounge by sending their name to Mrs. Dina Satrio at d.satrio@cgiar.org (please ignore if you have already provided this information).

**Important security updates:**

In response to the heightened security level in Paris, we have worked with local authorities to tighten security at the venue. Please note the following preventative measures outlined below. We thank you for your cooperation and patience with any delays these cause.

   a) No large travel backpacks or suitcases will be allowed in the venue. Kindly leave your luggage at your hotel or make other arrangements (the cloakroom will only accept jackets). Smaller bags for carrying personal items will be allowed.
   b) All bags will be checked by security staff, and metal detectors will be used.
   c) Any small metal objects (e.g. keys, coins, etc.) should be placed in a plastic zipper bag for easy checking (plastic zipper bags will be provided at registration).
   d) There might be random or unscheduled identity checks. Please keep your passport or other form of official identity papers with you at all times.

For the most up-to-date program, visit [landscapes.org/2015-agenda](http://landscapes.org/2015-agenda).