

## FORUM OFFICIAL LANGUAGE

Forum official language will be in English.

Simultaneous interpretation in English and Farsi is organized.

## FORUM DATE & VENUE

All plenary sessions will be held on 23 & 24 June, 2024 at IRIB International Conference Center, located at the opposite Velenjak Ave., Chamran Highway, Tehran-Iran.

## REGISTRATION

Registration fee is 1500 Euro. The fee covers attendance at all plenary sessions, program and documents and visa services.

Three or more attendees from the same company will receive 15% discount on registration fee.

A premium package which includes registration fee as well as three nights stay at an International Hotel and transportation (Airport, Hotel and Venue) is available for 3000 Euro.

*For more information please visit forum website or contact forum secretariat email: [ipf@nipc.ir](mailto:ipf@nipc.ir)*

## VIRTUAL ATTENDANCE

Participants who are not able to attend the event physically, can use forum's virtual event platform. 300 Euro is considered for each attendee.

*For more information please visit forum website or contact forum secretariat email: [ipf@nipc.ir](mailto:ipf@nipc.ir)*

## EXHIBITION

An exhibition will be held at the Forum's venue. Booths are available for the price of 500 Euro/m<sup>2</sup>.

To avoid any complication for custom clearance, please inform the Forum secretariat of all materials and equipment that will be brought to Iran.

*For more information please visit forum website or contact forum secretariat email: [ipf@nipc.ir](mailto:ipf@nipc.ir)*

## BUSINESS PROMOTION SESSIONS

IPF also offers a unique opportunity for companies to introduce their products, technologies and services related to Petrochemical value chains. For this purpose, several halls have been set up for 30 minutes' special presentations and interactive discussions to promote interesting subjects and services directly to potential customers.

Registration will be made on a first come, first serve basis.

*For booking and more information please visit forum website or contact forum secretariat email: [ipf@nipc.ir](mailto:ipf@nipc.ir)*

## SPONSORSHIP

IPF provides a vast and cost effective sponsorship packages in different levels.

For more information please visit forum website or contact forum secretariat email: [ipf@nipc.ir](mailto:ipf@nipc.ir)

## ENTRY VISA

Applicants are kindly requested to return the completed visa application form to the Forum secretariat. Entry visa will be arranged upon payment. Please allow at least four weeks for this process. Visa fee will be paid by the participant in the designated Consulate/Embassy.

## SPOUSE ADMISSION

Delegate's spouse will be provided with the complimentary admission to the Forum sessions. Entry visa will be arranged upon request.

## CANCELATION

Should a registered delegate be unable to attend, a substitute delegate may take his/her place. A written notice is required before 15, May, 2024 to cancel the registration. A cancelation fee of 20% will be deducted from the original payment. No refunds will be provided if no notice is received prior to the set date.

## SPECIAL SERVICES FOR SPECIAL ATTENDEES

Attendee	Registration	Flight	Accommodation
Minister or Minister deputy level <sup>1</sup>	Free Ownself + one Accompany	Free Ownself + one Accompany	Free Ownself + one Accompany
Keynote Speakers <sup>2</sup>	Free	Free	-
CEO and/or Board members of international companies in Petrorefinery industry <sup>3</sup>	Free	-	-

1. Upon NIPC and Iran's Ministry of Foreign Affairs confirmation
2. Upon IPF's scientific committee confirmation
3. Upon IPF's secretariat confirmation