



HIGH-LEVEL POLITICAL FORUM ON SUSTAINABLE DEVELOPMENT

Criteria and Guidelines for Exhibitions at the 2024 HLPF

"Reinforcing the 2030 Agenda and eradicating poverty in times of multiple crises: the effective delivery of sustainable, resilient and innovative solutions"

Exhibitions sponsored by Member States, the UN system and other Inter-Governmental Organizations as well as accredited Major Groups and other stakeholders (MGoS) will be welcomed at the UN Headquarters in New York, on the margins of the High-Level Political Forum 2024 (HLPF 2024), from 8 to 18 July 2024.

Any Member State, UN-entity, IGO or MGoS interested in participating in the exhibition must submit a proposal using the online exhibition request form and provide a detailed description of the proposed exhibition, including an explanation of how its thematic focus relates to the exhibition theme "**Reinforcing the 2030 Agenda and eradicating poverty in times of multiple crises: the effective delivery of sustainable, resilient and innovative solutions**".

Five Sustainable Development Goals that would be the focus of HLPF 2024, namely;

- **Goal 1. End poverty in all its forms everywhere;**
- **Goal 2. End hunger, achieve food security and improved nutrition and promote sustainable agriculture;**
- **Goal 13. Take urgent action to combat climate change and its impacts;**
- **Goal 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels;**
- **Goal 17. Strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development.**

To secure space, please submit completed [exhibition application](#) form to the Secretariat **by 30 April 2024**. Preference is given to proposals presented on behalf of groups and/or partnership among entities on a first come, first serve basis. Kindly attach a detailed description of the exhibition, including all organizing partners, the thematic focus, elements of the exhibition and dimensions.

Applications for exhibition spaces will be reviewed by the Department of Economic and Social Affairs. Space will be allocated based on the scale of exhibition.

Approved exhibits will be notified directly by mid-May and must confirm acceptance of the space by 30 May 2024.

To expedite the application process for exhibition spaces it is strongly suggested that all applications be completed in either English or French languages.

To ensure that as many organizers as possible can be accommodated, exhibition proponents are strongly encouraged to partner and involve several other co-organizers.

A lead organizer must be clearly identified by the exhibitor and only one exhibition is permitted for every organization proposing to host exhibitions during the 2024 HLPF. **All financial costs associated with the exhibition are to be borne by the organizers.**

The HLPF secretariat will make every effort to accommodate all eligible requests for exhibitions. However, due to the high level of demand expected for exhibitions during the HLPF, it might not be possible to accommodate all requests at the UN Headquarters.

Exhibitions will be accommodated on the first floor and the basement level (1B) of the Secretariat Conference building. Exhibitions can be visited by all accredited and registered participants to the 2024 HLPF and must remain in place for the duration of the forum.

Generally, exhibition spaces can only accommodate hanging exhibits (such as pictures, posters, portraits and banners), table displays, standalone exhibits and small display cases. Tables for exhibition can be provided at a cost but must be reserved at the time of request.

No drilling and/or hanging directly on the walls will be allowed. A limited number of secured panels are provided along some walls for hanging items like pictures, paintings, posters, etc. Large or bulky items most likely cannot be accommodated.

All financial costs and charges associated with the services provided should be the responsibility of the event organizers and will need to be paid fully in advance prior to the event.

No security services are made available explicitly for the exhibition spaces during the exhibition exercise. Setup costs will be required for services requested on weekends. Usually at an hourly rate for two staff members, one security officer and a relevant staff.

Publicizing an exhibition is the responsibility of its organizers. The Secretariat will not produce fliers, distribute notices, or run other publicity or outreach efforts on behalf of the exhibitors.

General UN Rules Governing Exhibitions

Exhibition organizers can request services needed for their exhibition which should be specified in the online request form.

The sale of printed materials or any goods on UN grounds during the exhibition or at any other time is strictly prohibited. Any material or goods distributed as part of an exhibition should be offered free of charge.

Exhibition organizers are responsible for their exhibitions. The Secretariat is not responsible for damage or loss of exhibition materials.

It is the responsibility of the exhibition organizers to make their own arrangements regarding ground passes according to the rules governing the conference accreditation and registration. A comprehensive guide on accreditation can be found on the High-Level Political Forum 2024 website, [High-Level Political Forum 2024 \(un.org\)](https://www.un.org/en/ehp/2024/)