

Delegation office provision agreement

between

Bonn Conference Center Management GmbH

as the operator of World Conference Center Bonn (WorldCCBonn)

Platz der Vereinten Nationen 2

53113 Bonn

- hereinafter referred to as BonnCC GmbH -

and

Ministry of Environment and Energy Security

Directorate European and International Activity

Via Cristoforo Colombo, 44

00147 Roma

Italy

- hereinafter referred to as Customer -

covering the use of facilities and services during the main event

UNFCCC SB 60
Bonn Climate Change Conference 2024
from June 1st until June 13th, 2024

1. BonnCC GmbH will let to the Customer the rooms and provide the services specified in the annex "Summary of Costs and Services". The requested rooms and services shall only be guaranteed if a signed copy of the agreement is returned as a digital copy no later than

13 May, 2024

The Customer is also the recipient of the invoice and will settle the costs. If a third party wishes to remunerate for Customer, they must proof their association to the Customer.

2. The rooms defined in the annex "Summary of Costs and services" shall be leased as conference /meeting rooms or offices. A change of purpose or contractual partner (Customer) shall require prior written consent of BonnCC GmbH. Consent shall be given only if the interests of BonnCC GmbH are not compromised, especially regarding existing or intended use within the premises of WorldCCBonn.

3. The Customer requires BonnCC GmbH's approval if they wish to install their own event equipment and technology or technical equipment provided by a third party, decorations or any other material within the facilities, by themselves or through a service provider.

4. The contractual fee shall be calculated based on the attached annex "Overview of Costs and Services" and be based on the final numbers of consumables.

All services provided within the context of the main event shall also become part of this agreement. BonnCC GmbH points out that the organizational conditions of the main event become part of this event contract and cannot be influenced by the customer. This includes, for example, the implementation of admission controls, security checks and the exercise of domiciliary rights.

Should the Bonn Climate Change Conference 2024 be extended or shortened, the Customer shall be entitled to demand an extension or reduction of the validity period of this agreement.

In case the main event is cancelled, this facility rental agreement shall become void. In such a case, the agreement shall be treated as cancelled without incurring cancellation fees.

The opening hours of the venue and therefore of the delegation offices and meeting rooms depend on the operating hours of the Bonn Climate Change Conference 2024. In case of a conference off-day (usually Sunday) the venue will be closed and access can only be granted after prior registration.

5. Upon receipt of the invoice, the usage fee shall be due within 30 days of the invoice date. The invoice shall be paid by international bank transfer.

6. If the main event takes place, but the Customer cancels the reservation, BonnCC shall be entitled to claim the following lump-sum payments:

90 % of all agreed services up to the start of the main event

7. BonnCC shall be exempt from any duty of care for items of value being brought to the facilities that belong to the Customer or the participants.

8. The "Overview of Cost and Services" attached is a binding component of the agreement. Furthermore, the general terms and conditions, the data protection information, the house rules and the safety provisions of BonnCC GmbH shall apply. These are available for downloading at <https://www.worldccbonn.com/en/service/agb/>. The Customer and the participants shall observe them. Upon request, BonnCC GmbH shall forward these documents to the Customer in writing or in electronic form. The UNFCCC conference policies apply and therefore limit some parts of the terms and conditions of BonnCC GmbH.

The following paragraphs do not apply:

§2 – 2.2 Reservations, contracting, supplements to the contract: does not apply to this contract – the Customers signature is sufficient for this contract to be valid

§11 Advertising and Liability for Unlawful Advertising Measures: does not apply for delegation contracts

§12 GEMA Fees: does not apply for this contract

§13 Production of Sound, Audiovisual and Visual Recordings: overruled by UNFCCC "Guidelines on use of cameras and audio/video recording devices"

§15 Official Permissions and Statutory Reporting Duties: not necessary for this contract

§16.2 and 16.3 Liability of Customer: do not apply

§18 Cancellation, Rescission, Extraordinary Notice of Termination: replaced by point six in this contract

§20 Exercise of the Power to Enforce House Rules and

§21 Discontinuation of Events: both do not apply because UNFCCC has the right to exercise property rights.

9. This delegation office provision agreement shall only require the signature of the Customer and must be returned to BonnCC GmbH within the period indicated under 1. to become legally effective. Any supplementary requests or changes to the facilities rental agreement must be sent via e-mail or fax and must be confirmed by the contractual partner in the same way or in writing to become legally effective.

On the Customers end, the person in charge during the conference is (please fill in the blanks):

Federica Fricano

Name

[REDACTED]

Mobile number

fricano.federica@mase.gov.it

E-Mail

10. This delegation office provision agreement shall be governed by and construed in accordance with German law. Place of performance and exclusive jurisdiction is Bonn.

Roma, 15/05/2024

Place, date

Signature Customer / seal

Federica Fricano

Full Name

Ministry of Environment and Energy Security

Company



UNFCCC SB 60 - Delegation Offices



Ministry of Environment and Energy Security
from 03.06.2024 to 13.06.2024

Summary of costs and services

Summary of costs and services for the event

Event:	UNFCCC SB 60 - Delegation Offices	Set up:	01.06.2024 - 03.06.2024
Event ID:	19853	Event:	03.06.2024 - 13.06.2024
Participants:	for 20 Participants	Dismantling:	13.06.2024 - 13.06.2024
Your PO No.:			

Costs per service

Venue	1.850,00
Furniture	428,40
Technical Equipment	17,00
Infrastructure and Network	1.554,90
Electricity	129,00
Cleaning and Waste	85,70
Additional services/Insurance/Car parking	550,00
Consumption	0,14
Net (€)	4.615,14

All prices plus VAT

Customer:

Ministry of Environment and Energy Security
 Federica Fricano
 Directorate European and International Activity
 Via Cristoforo Colombo, 44
 00147 Roma
 Italy

Billing address:

Ministry of Environment and Energy Security
 Ex-Directorate European and International Activity
 Ms. Federica Fricano – Director ad interim
 Division III- International Strategies for Sustainable Develop
 Via Cristoforo Colombo, 44
 00147 Roma
 fricano.federica@mase.gov.it

Your project team:

Project Manager

Caroline Winterrath

c.winterrath@worldccbonn.com

Technical Project Manager

Julian Holtgrewe

j.holtgrewe@worldccbonn.com

Please refer to our data protection information that can be found on our website following this link
<https://www.worldccbonn.com/en/service/agb/>

Hereby we confirm the costs.

 Date / Signature / Stamp



Summary of costs and services for the event 19853

Item	Service	Qty	time unit	Units total	Unit Price	Total in €
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Venue

Delegation Office Italy 03.06.2024 08.00 - 13.06.2024 18.00

The following services are included in the quoted usage fees for the listed office space:

- Project Management
- WiFi access to conference network
- Building services (electrical, plumbing, ventilation and surveillance systems)
- Energy consumption of these building services
- Fixed lighting technology in office
- Daily cleaning (excluding special services)

IMPORTANT NOTE:

The opening hours of the venue and therefore of the delegation offices and meeting rooms depend on the operating hours of the Bonn Climate Change Conference 2024.

In case of a conference off-day (usually Sunday) the venue will be closed.

The rooms will be available until 2 hours after the official closing of the conference.

Event areas

1	Plenary Building - Rhinelobby - temporary structure	03.06. 08.00 - 13.06. 18.00	1,0	11,0 day(s)	11,0	168,18	1.850,00
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Total Venue 1.850,00

Plenary Building - Rhine Lobby

Room setting 03.06.2024 08.00 - 13.06.2024 18.00

Furniture/setting

2	Conference chair - with arm rest	14,0 Piece	1,0 event	14,0	8,40	117,60
3	Office desk - 160x80cm	5,0 Piece	1,0 event	5,0	26,40	132,00
4	Sideboard white	1,0 Piece	1,0 event	1,0	85,20	85,20
5	Office swivel chair Mauser	1,0 Piece	1,0 event	1,0	45,60	45,60

Electricity

6	Power supply per participant in meeting room	15,0 Piece	1,0 event	15,0	8,60	129,00
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Cleaning/Waste

7	Large paper bin "RW 240" - incl. emptying and shredding	1,0 Piece	1,0 each	1,0	85,70	85,70
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Technic

8	Reprographic paper (per 500 sheets)	2,0 Piece	1,0 event	2,0	8,50	17,00
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Communications/network

9	Color multifunction printer A4, print, copy, scan and fax, 70 pages per minute in color or monochrome print, duplex print, network compatible, ADF with ultrasonic double-feed detection, dual scanner, OCR and blank page suppression	1,0 Piece	11,0 day(s)	11,0	88,80	976,80
10	Network port / node - for rooms and foyers w/o power supply	2,0 Piece	1,0 event	2,0	128,00	256,00
11	Notebook - English Windows and MS Office, QWERTY keyboard	1,0 Piece	11,0 day(s)	11,0	29,28	322,10

Event Equipment

12	Waste Bin	1,0 Piece	1,0 event	1,0	48,00	48,00
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Consumptions

13	Printout colour	1,0 Piece	1,0 each	1,0	0,11	0,11
14	Printout b/w	1,0 Piece	1,0 each	1,0	0,03	0,03

Total Plenary Building - Rhine Lobby 2.215,14

additional costs WorldCCBonn

Further Costs 03.06.2024 08.00 - 13.06.2024 18.00

Other Services

15	Administrative fee	1,0 Each	1,0 event	1,0	550,00	550,00
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Further Costs 550,00

Summary of costs and services for the event 19853

Item	Service	Qty	time unit	Units total	Unit Price	Total in €
Total additional costs WorldCCBonn						550,00

Total contract net 4.615,14€

Catering

The catering partner in the World Conference Center Bonn is BHG.BROICHCATERING GmbH. With respect to any arrangements with regard to your catering, please contact the Broich Catering team in the World Conference Center Bonn:

BHG.BROICHCATERING GmbH

worldccbonn@broichcatering.com
www.broich.catering/en/

Boarding Haus an der Heussallee

In our "Boardinghaus an der Heussallee" 46 modern apartments each with kitchenette and a balcony are available upon request and subject to availability. If interested, please contact:

Claudia Tewes

Manager Boarding Haus an der Heussallee

c.tewes@heussallee.com
www.boarding-haus-heussallee.com

Service-Offerings

Our service partners would be glad to support you in the organisation and realisation of your event.

Hotel reservations and supporting programmes

Tourismus & Congress GmbH Region Bonn / Rhein-Sieg / Ahrweiler

reservierung@bonn-region.de
www.bonn-region.de | www.bonnhotels.de

Event tickets from the Deutsche Bahn (German Railways)

With the cooperation offer of the Deutsche Bahn, you can have a relaxed journey to the conferences and congresses in the World Conference Center Bonn.

www.worldccbonn.com/en/contact/

Sustainability

Information on climate and environmental protection measures at the World Conference Center Bonn can be found on our website under the following link.

www.worldccbonn.com/en/information/sustainability/