# Contents

General Information	2
What is the UN Global Compact Leaders Summit?	2
When and where will the Leaders Summit take place?	2
Will the event be virtual or in person?	2
What is the programme of the Leaders Summit?	2
What are the types of sessions at the Leaders Summit?	2
What will be the language used at the Leaders Summit?	2
What is the suggested attire/dress code?	3
Will food and meals be provided?	3
How do I get to the Leaders Summit?	3
What are the criteria for attending the Leaders Summit?	3
Criteria for UN Global Compact Participant Registration	3
Criteria for Non-business Registration	3
Criteria for UN Registration	3
Criteria for Government Registration	3
Criteria for Media Representatives Registration	3
Registration Fees	4
What are the fees to attend the Leaders Summit?	4
Am I eligible for the UN Global Compact Participant price?	4
Registration	5
Do all attendees need to register in advance for the Leaders Summit?	5
How do I know if my registration is confirmed for the Leaders Summit?	5Error! Bookmark not defined.
What is the refund policy for the Leaders Summit?	5
When is the last day to register for the Leaders Summit?	5
Session Reservations	
Why do I have to sign up for sessions?	5
How do I sign up for sessions?	5
How do I sign up for the workshops taking place on 25 September?	
Accommodations/Special Requests	6
Am I responsible for my own accommodations?	6
What hotels do you suggest?	6
Can an interpreter accompany me to the event?	6
Can my special dietary or accessibility requirements be accommodated	d? 6

Can the UN Global Compact help me secure a visa?	6
Can the UN Global Compact assist with the cost of my trip to New York?	6
Miscellaneous	7
How can I find out who is attending the UN Global Compact Leaders Summit?	7
What other events are happening during the UN General Assembly?	7
Where do I pick up my badge?	7

## **General Information**

### What is the UN Global Compact Leaders Summit?

During the UN General Assembly high-level week, the 2024 UN Global Compact Leaders Summit will convene business leaders, SDG stakeholders, civil society, Government and UN officials from around the globe who are committed to raising the bar on sustainability. The Leaders Summit will highlight how the 2030 Agenda for Sustainable Development can serve as a blueprint for businesses on urgent action and future-proofing, and it will explore the future of responsible business. The 2024 Leaders Summit will provide global sustainability leaders with the tools, networks, knowledge and inspiration needed to scale the impact of private sector contributions to the 2030 Agenda.

## When and where will the Leaders Summit take place?

The UN Global Compact Leaders Summit will take place on Tuesday, 24 September 2024 at <u>The Nest Climate Campus at the Javits Center</u>, fifth floor, 445 11th Avenue, New York, NY, 10001.

#### Will the event be online or in person?

The Leaders Summit will be held in-person on 24 September 2024 at the Nest Campus at the Javits Center in New York. A day of optional add-on, in-person workshops will be offered on 25 September 2024. All plenary sessions taking place on 24 September will be live streamed. An additional selection of breakouts will be live streamed and announced in the summer. Registration for live-streamed sessions will be available beginning in August.

#### What is the programme of the Leaders Summit?

The Leaders Summit programme is a full day of plenary sessions and workshops plus a networking lunch followed by a reception on Tuesday 24 September 2024. A la carte workshops are available at additional cost on Wednesday 25 September 2024.

#### What are the types of sessions at the Leaders Summit?

Plenary: Sessions in the plenary include a mix of talks and panels from the business, United Nations, Governments and civil society covering sustainability, SMEs and innovation. Seats are limited and available on a first-come, first-served basis.

Breakout Sessions: There will be several breakout sessions available on the day of the event. Breakout sessions require advance sign-up.

Workshops: In-depth three-hour workshops will be available on 25 September for an additional fee. You will be able to sign up for these workshops during the registration process.

## What will be the language used at the Leaders Summit?

All sessions at the Leaders Summit will be conducted in English, but all sessions conducted in the <u>plenary room</u> will be simultaneously translated in Portuguese, Spanish, French, Arabic and Chinese.

#### What is the suggested attire/dress code?

The dress code for the Leaders Summit is business-casual attire. Please wear comfortable shoes and weather-appropriate clothing. Conference rooms tend to be on the cooler side so we suggest bringing a sweater or jacket.

## Will food and meals be provided?

We will have a variety of snacks and light bites available during breaks along with a networking lunch and reception with hors d'oeuvres to close the day. Sustainable menu options which include focusing on local and seasonal ingredients, offering plant based options, and avoiding resource-intensive options like beef will be provided.

## How do I get to the Leaders Summit?

To reduce your carbon footprint, we suggest that you travel to the Javits Center using public transportation. Please <u>click here</u> for transportation options.

## What is the criteria for attending the 2024 Leaders Summit?

The Leaders Summit is the premiere professional development opportunity for UN Global Compact participating companies. All high-level and working contact persons of UN Global Compact participant companies are encouraged to attend the Leaders Summit at a discounted rate. Non-participants are also welcome to attend under the general admission rate.

## **Criteria for UN Global Compact Participant Registration**

If your company is a UN Global Compact Participant, you are eligible for the UN Global Compact pricing. Please search your company name <a href="https://example.com/here">here</a> to determine if your organization is a participant. If your organization is a participant, click on the UN Global Compact Participant Registration button and use your business email address. Personal email addresses will not be eligible for participant pricing. Refunds will not be issued for failure to use your business email address. Please contact us at <a href="mailto:events@unglobalcompact.org">events@unglobalcompact.org</a> if you have any difficulty registering.

#### **Criteria for Non-business Registration**

Non-business includes non-governmental organizations, non-profits, intergovernmental organizations, academia, civil society, local government and city representatives that are members of the UN Global Compact. If you are unsure if your organization qualifies, please search here: <a href="Our Participants">Our Participants</a> | UN Global Compact. Non-Global Compact non-business entities will receive the Non-UN Global Compact price.

#### **Criteria for UN Registration**

Please contact the UN relations team for more information on UN registration.

#### **Criteria for Government Registration**

The UN Global Compact encourages Governments to actively participate in, promote and support the Leaders Summit. There are a limited number of tickets available for UN Member States. Access to the Leaders Summit will be facilitated to accredited Government Representatives to the United Nations General Assembly, as reflected in the Member State's Letter of Credence.

#### **Criteria for media representatives Registration**

All media representatives must be accredited through the UN Media Accreditation and Liaison Unit (<u>MALU</u>). Representatives interested in attending the UN Global Compact Leaders Summit should <u>apply for a press pass here</u>.

For questions about registration criteria, please contact events@unglobalcompact.org

# **Registration Fees**

#### What are the fees to attend the 2024 Leaders Summit?

Registration fees for the Leaders Summit are distinguished by attendee category and are listed below.

Attendee Category	Pre-sale Rate (Valid through 24 May)	Early-Bird Rate (Valid through 24 July)	Full Price
UN Global Compact Participant	\$799 USD	\$1099 USD	\$1399 USD
Non-Participant	\$1399 USD	\$1799 USD	\$2199 USD
Non-Business	\$499 USD	\$599 USD	\$699 USD

Additional workshops during the 2024 Forward Faster Acceleration Day are being offered on 25 September 2024 at the Javits Center, New York for an additional fee. **Workshops will be announced in April.** 

Attendee Category	Door Price
UN Global Compact Participant	\$200 USD
Non-Participant	\$400 USD
Non-Business	\$100 USD

All rates published are in USD. All payments must be made in USD prior to the event via the registration platform. We kindly request that you cover any transaction fees charged by your financial institution. The UN Global Compact will not be able to issue invoices or accept payment via postal mail for registration fees.

## Registration

### Do all attendees need to register in advance for the Leaders Summit?

Yes, all attendees must register and submit payment in full via the online registration system. Please be advised that emails and/or letters to the UN Global Compact cannot be processed and will not be considered a substitute for online registration.

## How do I know if my registration is confirmed for the Leaders Summit?

Registrants will receive an automatic confirmation email once registration is finalized. For attendees whose registration requires a fee, registration will be confirmed only after payment has been received.

## What is the refund policy for the Leaders Summit?

The UN Global Compact will provide a full refund, less a \$75 processing fee, for any cancellations made on or before 1 July. The UN Global Compact will refund 50 per cent of conference registration fees for cancellations between 1 July and 24 August. Refunds cannot be processed after 24 August. Please note, if you requested a visa support letter, full refunds are available until 24 August but subject to a \$75 processing fee. After this date refunds are no longer available. All cancellation requests must be submitted to **events@unglobacompact.org**.

#### Liability:

In the case of Government intervention or regulation, armed conflict, strikes or any other circumstances that make it inadvisable or impossible for the United Nations Global Compact Leaders Summit to take place at the time and location announced, the participant shall waive any claim for damage or compensation except the amount paid for registration after the deduction of actual expenses incurred with Leaders Summit, and there shall be no future liability for either party.

### When is the last day to register for the Leaders Summit?

The last day to register for the Leaders Summit is 24 September 2024. Registration will sell out. Please secure your tickets early and at the best rates.

### **Session Reservations**

### Why do I have to sign up for sessions?

Some sessions, such as breakouts and workshops, have limited capacity and we require that you sign up for your sessions in advance. Signing up for sessions will help you plan out your day at the Leaders Summit, allow you to easily access your favorite sessions, add them to your calendar and network with attendees who have similar interests!

#### How do I sign up for sessions?

During the registration process you will come upon a page in which you are required to sign up for your sessions and create your agenda. We recommend that you choose all the sessions you would like to attend, as space is limited. Please review the video.

## What happens if I don't sign up for sessions?

If you do not sign up for sessions in advance of the Leaders Summit, you will be placed in the sessions that are not at capacity. We encourage you to register for your sessions in advance so you are able to attend the sessions that most interest you.

#### Can I change my sessions?

Yes, you can always change the sessions that you have selected. To do this you sign into your registration <u>Sign In:</u> <u>UN Global Compact Leaders Summit 2024</u>. You enter your email and password and review your registration until you get to the 'My Agenda' page where you can change your sessions. **Changes are not made until you have reached the confirmation page.** If you have any questions or need assistance, please reach out to us at <u>events@unglobalcompact.org</u>. Please review the video.

# **Accommodations/Special Requests**

## Am I responsible for my own accommodations?

Yes, all attendees must secure their own accommodations.

### What hotels do you suggest?

Please visit our website to view our list of suggested hotels.

## Can an interpreter accompany me to the event?

Yes, a registration fee of USD\$ 400 will apply to all interpreters. Please email **events@unglobalcompact.org** if you require an interpreter to accompany you.

### Can my special dietary or accessibility requirements be accommodated?

Please indicate your requirements during the registration process. We cannot guarantee we will be able to accommodate you without advance notice.

## Can the UN Global Compact help me secure a visa?

For attendees who require a visa to attend the UN Global Compact Leaders Summit, the UN Global Compact will provide a letter of support after your registration and payment are processed. Please note that the responsibility for securing the appropriate visa lies with the attendee.

Please indicate that you require a visa to travel to the United States during the registration process. Attendees who complete registration and pay in full will then receive a letter of support from the UN Global Compact via email, which can then be submitted along with other documentation when applying for a visa.

Attendees should refer to their local consulate for detailed information. The UN Global Compact is not responsible for the successful procurement of visas by international attendees.

## Can the UN Global Compact assist with the cost of my trip to New York?

The UN Global Compact is unable to assist with any costs associated with travel or accommodations.

### **Miscellaneous**

## How can I find out who is attending the UN Global Compact Leaders Summit?

A digital attendee list will be shared with registrants in advance of the event. Only registrants who opt in to sharing their details will be included in the attendee list.

### What other events are happening during UNGA?

The UN Global Compact, the United Nations and other groups are organizing a number of events during the UN General Assembly. Please check our website often for updates and information.

## Where do I pick up my badge?

You can pick up your name badge at the Nest Campus at the Javits Center in New York City on the fifth floor at onsite check-in. The registration desk will be open until 4 p.m. EDT. If you are only attending the evening reception, you must pick up your name badge on the fourth floor outside the pavilion where the reception is located.