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Contact: Executive Secretariat WSIS

To ITU Sector Members and
Accredited Business Entities

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Subject: **Invitation to organize Parallel Events at the Tunis Summit of WSIS, 16-18 November 2005**

Dear Sir/Madam

It is my pleasure to invite your Company/Organization to organize parallel events during the Tunis phase of the World Summit on the Information Society (WSIS). The International Telecommunication Union (ITU) and the host country, Tunisia, have agreed to provide premises to hold a number of parallel events, alongside the Summit and in the same premises. These parallel events include meetings, panels, discussions and workshops etc., an exhibition and events of global nature relevant to the Summit theme.

The above **Parallel Events** in the Kram Centre can be organized by all accredited WSIS-stakeholders, between 14 and 19 November 2005. Limitations may apply due to availability of space. More information about the organization parallel events is contained in the "Guidelines for Organizers of Parallel events during the second phase of WSIS", jointly established by the host country Tunisia and the International Telecommunication Union (ITU). The document is available on the website of the host country <http://www.smsitunis2005.tn>. Please note that the **deadline** for submissions of requests for the organisation of events is **30 April 2005**. Requests for rooms for meetings, discussions and workshops etc. should be submitted using the form indicated in the guidelines mentioned above.

Yours faithfully,

(firmado)

Yoshio UTSUMI
Secretary-General, International Telecommunication Union (ITU)
Secretary-General, World Summit on the Information Society (WSIS)