# Logo, company name  Description automatically generated

The BC Protected Areas Research Forum has space available to host a pre-/post- conference event like a workshop, training session or dialogue, either before or after the conference.

This could look like:

* A private program meeting
* A facilitated discussion about a relevant topic
* A workshop to build skills using a technical tool or new approach
* A training session
* Or something else you feel is relevant

Conference organizers may be able to provide support for some of the logistical aspects of your event. If you would like to take advantage of this opportunity, please use this form to request a pre-/post-conference event to be hosted before (December 12) or after (December 15) the 2022 BC Protected Areas Research Forum. Send your completed form to BCPARF@gmail.com by **September 15, 2022**.

## Name of the primary pre-/post-conference event host (this will be the primary contact):

## Primary contact’s email address:

## Organization affiliation:

## Name(s) and affiliation of other pre-/post-conference event leaders/hosts:

|  |  |  |
| --- | --- | --- |
| Name: | Affiliation: | Email: |
|  |  |  |
|  |  |  |
|  |  |  |

## Pre-/post-conference event logistics: (delete all that do not apply)

* This event will be open to all BC PARF attendees
* We will limit participation to those we have invited
* We would like BC PARF to organize registration
* We will require an additional cost to participate
* We would like you to promote through BC PARF digital media
* We would like to request catering (note: additional costs to covered by hosts)
* We would like to host our event on…
* Monday, December 12 afternoon
* Thursday, December 15 morning
* Thursday, December 15 afternoon
* All day Thursday, December 15
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (e.g. a shorter event on one of these days)

## Maximum number of participants?

## Pre-/post-conference event title:

Please replace this content with your title.

## Pre-/post-conference event description (150 – 200 words):

Please add your description here. If you are selected to host pre-or post, this description will be used for any related communication and shared as submitted. Please ensure that it is proofed before you submit. Please use language that will be understandable to a broad audience.

## Key words (3-5):

1.
2.
3.
4.

## Associated acknowledgements (e.g., territorial or funding):

## Notes:

1. All pre-/post-conference event participants who attend BC PARF sessions will need to be registered in the conference.
2. Any additional costs associated with hosting the pre-/post-conference event (special equipment, catering, supplies) are the responsibility of the host.
	1. We are able to provide registration services and collect a fee; however, there will be an administrative fee per participant collected.
3. If the session has open registration – BC PARF can promote it through our digital media platforms and newsletter.