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INTERNATIONAL  
COFFEE  
ORGANIZATION

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#### 4<sup>th</sup> ICO World Coffee Conference

1. The Executive Director presents his compliments and wishes to inform all Members that, as provided for in Article 30 of the International Coffee Agreement 2007 (The World Coffee Conference), the Council will consider arrangements for the next World Coffee Conference at its 112<sup>th</sup> Session from 3 to 7 March 2014.

2. Paragraph (3) of Article 30 states that “the Conference shall be held normally at the seat of the Organization, during a session of the Council. If the Council decides to accept an invitation by a Member to hold a session in its territory, the Conference may also be held in that territory, in which case the additional costs to the Organization involved above those incurred when the session is held at the seat of the Organization shall be borne by the country hosting the session”.

3. As decided by the Council at its 111<sup>th</sup> Session in Belo Horizonte in September 2013, to assist the Council in considering this matter, any Member Government wishing to hold the next Conference and/or a future session in its territory is requested to submit a proposal for hosting the Conference in writing to the Executive Director by **31 December 2013**. The proposal should include information about the vision for the Conference, together with proposed dates and location, information about transport infrastructure and a description of the chosen venue, including the seating capacity for both the World Coffee Conference and the International Coffee Council as well as for breakout rooms for the Consultative Forum on Coffee Sector Finance and other events. The proposal should also include detailed plans for organizing and marketing the event, as well as the overall availability of resources for holding the Conference, bearing in mind that World Coffee Conferences are self-financing and past Conferences have required funding to cover initial expenditure in addition to revenue generated.