



2024 Financing for Development Forum

22-25 April 2024

Hybrid/UN HQ New York

Logistical briefing note for in-person attendance

Thank you for participating on the 2024 Financing for Development Forum, which will be held on April 22-25. This logistics note will take into account only the sessions that will take place at:

**United Nations
Headquarters**
First Avenue and 46th Street
New York

Please find below a summary of the details for the different sessions and the available timeslots for picking up your Special Event Ticket at the Visitor Entrance to access the UN HQ:

	Time (EST)	Venue	Pick up UN Special Event Ticket – Visitor’s entrance (46 th St & 1 st Ave)
Day 1 Monday 22 April	10:00 am – 6:00 pm	Trusteeship Council Chamber, Conference Building	09:00 am – 10:00 am
Day 2 Tuesday 23 April	10:00 am – 6:00 pm	Trusteeship Council Chamber, Conference Building	09:00 am – 10:00 am
Day 3 Wednesday 24 April	10:00 am – 6:00 pm	Trusteeship Council Chamber, Conference Building	09:00 am – 10:00 am
Day 4 Thursday 25 April	10:00 am – 6:00 pm	Trusteeship Council Chamber, Conference Building	09:00 am – 10:00 am

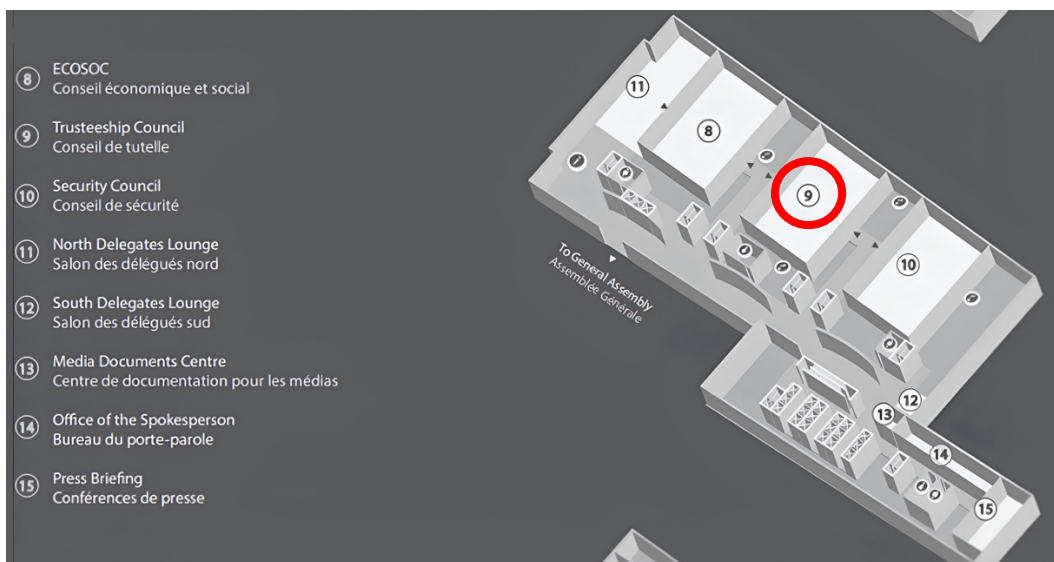
Access to UN Headquarters

Non-UN guests will need a Special Event Ticket in order to access the building. A UN staff member will be handing out passes to registered participants in front of the **Visitor’s Entrance of the UN HQ on First Avenue at 46th Street**, within the indicated hours.

Please ensure you arrive within the specified timeslots (as indicated in the column ‘Pick up the **UN Special Event Ticket** in the table above) to collect your pass and allow yourself ample time to proceed through security screening. **All guests must bring a government-issued photo ID.**

Staff members will be available to guide you from the Visitor's Entrance to the Trusteeship Council. In addition, please find below directions to each of the rooms from the Visitor's Entrance (First Avenue at 46th Street) followed by maps of the relevant floors:

- **Trusteeship Council Chamber:** After passing through security screening, enter the building on the right and continue straight through until the end. On your left, you will see turnstiles and elevators behind the turnstiles. Pass through the turnstiles and use these elevators to take you to Floor 3. On Floor 3, take the first left and the entrance to the Trusteeship Council will be on your right (marked as number 9 in the map below).



It is kindly requested that non-UN guests ensure the safekeeping of their Special Event Ticket throughout the duration of the event. Please note that attendees are requested to vacate the UN premises upon completion of the session they have registered for.

Contact Information

If you have any unforeseen problems on the day, please contact:

For pick up UN Special Event Ticket and entering the UN	<p>On Monday: Marilia di Noia dinoia@un.org Nicolò Capomacchia nicolo.capomacchia@un.org</p> <p>On Tuesday: Maria Morgan morgan2@un.org Nicolò Capomacchia nicolo.capomacchia@un.org</p> <p>On Wednesday: Mario Saenz and Thursday saenzm@un.org Nicolò Capomacchia nicolo.capomacchia@un.org</p>
For technical questions on virtual participation	<p>Derek Leach derek.leach@un.org</p>