



Guidelines for call for applications to host a stand at the Climate Action Village

On the second and third day of the [European Climate Pact Annual Event \(24 and 25 March 2026\)](#), a marketplace, **the Climate Action Village**, will be organised. Here, Community members can host onsite stands to showcase and present their activities. Hosting a stand at the Climate Action Village provides valuable networking opportunities, enhancing your visibility and outreach within both the Climate Pact Community and the broader event audience.

1. Who can apply?

The call for applications to host a stand is open to Pact Community members (Ambassadors and Partners) whose initiatives:

- **contribute to climate action at the European, national, regional or local levels**
- **include citizen engagement** as part of their work

Professional event organisers or businesses promoting specific products or services are not eligible. Sales of products or publications at the stands are not permitted.

Each applicant can submit only one application, but joint applications between two or more Community members are allowed.

2. Material and format

Exhibitors will be provided with:

- A high table
- Chairs
- A screen

Stand holders are encouraged to bring their own branding materials that fit within the allocated stand space. **Only one roll-up is permitted per stand.** To support our goal of a paperless event, please **limit printed materials to a few consultation copies.**

We encourage stand organisers to **boost interactivity** at their stand to enhance engagement and participation of event attendees. To do so, stands organisers could:

- display interactive materials for visitors
- engage visitors with games and quizzes
- offer brief pitches on their initiative(s)/activit(y/ies)

Successful applicants will receive **logistical support** on site from the European Climate Pact Secretariat and technical team – namely, the provision of the stand furniture and equipment. However, **exhibitors will retain full responsibility for the overall planning and execution of their stands. Exhibitors are also in charge of making sure that a person will always be available at the stand during the entire duration of the event.**

3. Tips to prepare your application

When preparing your application, we recommend considering the following:

- Provide a clear overview of the initiative(s) or organisation(s) hosting the stand.
- Highlight the key elements that you plan to showcase, explaining their relevance to the event audience and alignment with the European Climate Pact goals.
- Plan and describe any interactive features you intend to include at your stand to engage participants.

Following these recommendations will increase your chances of selection.

4. Secretariat support

If your application is successful, you will be notified via email.

The Secretariat will arrange a dedicated meeting with standholders to provide you with all the necessary information. This call is envisaged to ensure your participation is aligned with the event expectations.

5. Rules on cost coverage

- Please note that **travel and accommodation costs** for stand organisers **will not be covered**.
- The Secretariat will provide any basic materials needed (see Section 2), therefore no further expenses claim will be accepted in this regard.

6. Specific terms and conditions

- To maximise participation and ensure variety, applications with synergies or similarities **may be recommended for merging or grouping**.
- Submission does not guarantee acceptance, so **please avoid incurring any costs until you are notified of your success**.

- Based on the nature and content of the proposal, **the Secretariat reserves the right to suggest a change in the type of application** (e.g. from a session to a stand, or vice versa) to ensure the best fit within the overall programme.
- To ensure the overall **quality of the event**, the Secretariat reserves the right to revisit and, if necessary, cancel the participation of any selected proposal should significant concerns emerge regarding the content or participants during the preparation phase.
- Community members are expected to act in line with the [Pact code of conduct](#), and maintain respectful and **professional conduct** throughout the preparation and implementation of their involvement in the event. The Secretariat reserves the right to take appropriate action in case of inappropriate behaviour.
- **Timely delivery** of requested materials and information is essential for the smooth organisation of the stand. Failure to meet agreed deadlines may result in replacement of the participant to avoid disruption to the overall event planning.
- By submitting an application, you confirm your **availability and commitment to be physically present** at the stand for its full duration, and to actively contribute to its preparation, coordination, communication and implementation, should it be accepted.