

Federal Department of Foreign Affairs FDFA State Secretariat STS Protocol

FAX to +41 (0) 58 464 02 28

Confidential

Enclosure to note

REQUEST FOR AIRPORT AND TRANSFER VIP-SERVICES IN FAVOUR OF FOREIGN DIGNITARIES DURING WORLD ECONOMIC FORUM DAVOS, 21-24 JANUARY 2020

Embassy Name	
Contact Full name	
Contact Title	
Contact Phone #	
Contact E-Mail	

Foreign Dignitary

Full name

Function / Title

Accompanied by (number of passengers)

- $\hfill\square$ complete list of accompanying armed security agents enclosed
- $\hfill\square$ no armed security agents

 $\hfill\square$ complete list of accompanying persons and respective functions enclosed

Arrival	Airport	Date
	Hour	Flight
	arnothing special flight	Handling agent
		Tail number
	Request for the forum limousine se	ervice* 🗆 yes 🗆 no
	Own or additional limousine services booked (at your own cost) U yes U no If yes: Name of Limousine Company:	
	Additional services (at your own co	st) booked with VIP FZAG: 🗆 yes 🛛 no



FAX to +41 (0) 58 464 02 28

Departure	Airport	Date	
	Hour	Flight	
	\square special flight	Handling agent	
		Tail number	
	Request for the forum limousine se	rvice* 🗆 yes 🗆 no	
	Own or additional limousine services booked (at your own cost) Uyes Uno If yes: Name of Limousine Company:		
	Additional services (at your own co	st) booked with VIP FZAG: □ yes □ no	

Detailed confirmation will be communicated directly to the Embassy by the World Economic Forum Airport Services

The protocol FDFA will not be able to inform about agreed or rejected requests. For further information please call the **World Economic Forum Airport Services +41 (0)44 845 26 00**

*The World Economic Forum will provide one limousine per public figure for the transfer from Zurich to Davos and back. A maximum of one accompanying person and one security officer may travel with the public figure. Please make separate transfer arrangements for any other people in your delegation travelling to Davos-Klosters.