



Federation of African Societies of Biochemistry and Molecular Biology

Fédération des Sociétés Africaines de Biochimie et de Biologie Moléculaire

APPLICATION TO HOST A FASBMB CONGRESS

Applicant Title	
Last Name	
First Name	
Name of Institution	
Name of Department	
Complete Physical Address	
Telephone including country and are codes	
E-mail	

1. CONGRESS VENUE:

Details and justification of venue [location, seating, etc (max 10 lines)]

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[Provide a copy of the venue booking/reservation if available and attach as Appendix A]

6. Outline of Detailed daily scientific program in table format (*add as Appendix B*)

7. PROVISIONAL TOTAL BUDGET: *in US\$ presented in table format as Appendix C to include*

- **Grant requested from FASBMB (up to US \$25,000)**
- **Grants from other Sources and Sponsors (attach copies of award letters as Appendix C)**
- **Registration fees for young scientists**
- **Registration fees for African delegates**
- **Registration fees for Developed world delegates**
- **Tentative expenses (travel, accommodation, meals and coffee breaks, renting of facilities, administrative costs, abstract book, social activities, etc).**

8. CV of the main organizer as Appendix D (*max 2 pages*).

9. HOW WILL THE CONGRESS BE ADVERTISED?

Signature of Applicant

Date

Please e-mail the completed application to:

Dr. Nyarai D. Soko
Department of Pharmaceutical Technolog
School of Allied Health Sciences
Harare Institute of Technology
Harare, ZIMBABWE
Tel: +263 772 973 506
Email: nsoko@hit.ac.zw

APPENDICES

For each appendix, please create one single document which will contain all documents required for that appendix. When the appendix is more than one page please ensure that the title of the appendix is placed in the top left-hand corner, your last name and first name in the top right-hand corner and the page number in the bottom righthand corner of each page.

APPENDIX A

Hotel booking reservation if available

APPENDIX B

Detailed daily scientific program: in table format, please provide a detailed daily scientific program (including training sessions & open discussions, etc)

APPENDIX C

Budget in table format with details on expenses such as travel costs, accommodation, meals and coffee breaks, renting of facilities, administrative costs, abstract book, social activities and income from registration fees, FASBMB, other organisations, sponsors, exhibitors, etc.

APPENDIX D

Curriculum vitae of applicant/main organizer (max 2 pages)