

# *Letter of Information*

*9th session of Budapest International Model United Nations*

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1053 Budapest, Reáltanoda u. 7.

## ***Letter of Information***

On behalf of the Secretariat, the Organiser Team and Eötvös József Secondary School it is a great pleasure to inform you that the ninth annual session of Budapest International Model United Nations will be held in Budapest, the capital city of Hungary, from the 12th to the 16th of April 2019.

With BIMUN we aim to provide all of the usual benefits of MUN conferences. That means, first and foremost, a professional atmosphere with exciting and relevant committees and issues. Our number one priority is to provide a platform for talented students from all over the world where they can constructively discuss and debate some of the most pressing issues of our time.

However, besides the professional aspects of the conference, we also value building social relations and creating timeless memories for our participants. That is why we organise several semi-formal and informal events during the time of the conference, such as the Closing Ceremony and the Official Party. We believe that besides ensuring that the organisers and chairs work adequately, it is also of utmost importance to select delegations whom we expect to be the most prepared. That is why we cannot grant acceptance to every applying delegation, and we uphold the right to choose the winners of the Best Delegate and Best Delegation awards.

Since 2011 our conference has welcomed around 2500 delegates from more than 30 countries of 4 continents.

The conference is hosted and supported by Eötvös József Secondary School, one of the most prestigious high schools in Hungary. Although most of the organisation work is done by students of the school, they receive invaluable help from the teachers. Besides the Organiser Team, students also participate in multiple positions, for example as staff or as supervisors, without whom holding the conference would certainly not be possible. When foreign delegations arrive in Budapest, each of them is going to be greeted by two designated supervisors, whose task is to help the delegations get to know the beautiful and unique city of Budapest, as well as to ensure that they are travelling and having fun safely during the time of the conference. You will be able to contact your supervisors at any time during the conference.

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## **General information – Please read carefully!**

**Conference date:** 12-16 April 2019

### **Programme**

*Arrival should be on the 11th of April. (All those delegations participating in the ‘Day 0 Programme’ should arrive on the 10th of April.)*

- **11th April - Day 0 Programme**
- **12th April - Opening Ceremony and informal meetings**
- **13-15th April - Committee sessions**
- **16th April - General Assembly, Assembly of Councils, Closing Ceremony**

*Departure should be on the 17th of April.*

### **Conference fees**

- **100 EUR - international delegates** (includes airport transfer, public transport ticket, lunch for three days, snacks for the General Assembly and the Assembly of Councils, Delegates’ Handbook and the Day 0 Programme)
- **50 EUR - Hungarian delegates and international Committee Chairs** (public transportation ticket and airport transfer only included for Chairs)
- **40 EUR - MUN-Directors** (includes public transport ticket, airport transfer and lunch for three days –optional)
- **20 EUR – Hungarian MUN-Directors and Committee Chairs**

### **Delegation sizes**

- **12 delegates** – e.g. P5 nations
- **8 delegates** – mid-size countries, regional and middle powers – e.g. Iran, Brazil
- **4 delegates** – small-size countries, small powers, agencies, organisations, observers – e.g. Luxembourg, Argentina

Delegations of 12 can also consist of a delegation of 8 and one of 4 or three delegations of 4; delegations of 8 can also consist of two delegations of 4.

*Note: requested numbers cannot be guaranteed.*

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## The ‘Day 0 Programme’

Since we would like to provide our guests with the best opportunities to get a deeper insight into Model UN practices, UN issues, their topics and several other matters, we decided to continue the tradition of the “Day 0 Programme”, which will take place on 11th of April. Delegates will be able to take part in workshops and attend the lectures of a wide range of professionals, diplomats and our most experienced MUNers. Participation is optional and has no extra cost – please indicate your participation in the second step of the application as the number of places is limited.

## Committee difficulty levels

Continuing last year’s practice we will be ranking committees to help you in assigning your delegates and to make sure that every committee can maintain productive and successful work. Delegation information and application for countries have to be submitted on a form at the first step of application. Committee information will be available once the Country-Matrix is released, and committee arrangements are required during Phase II of the second step of application.

*We would like to remind all participating schools that ensuring the high level of professionalism of the conference is not only our but our participants’ responsibility as well, thus we would like to kindly ask you to make sure that your delegates come well-prepared and provide them with extensive knowledge of their issues.*

## Executive board application (Chairs and Presidents)

Committee sessions are controlled by two chairs or presidents and a rapporteur, whose role is to maintain the perfect flow of debate in accordance with the official guide of the conference, called “Rules of Procedure”. We are looking for candidates who have already taken part in MUNs several times as a delegate (and preferably in a committee-leading position as well) and would like to take on the responsibility of dedicating work to the preparation of the conference as BIMUN executive board members.

For additional information visit the “Chair Application” section of our website ([www.bimun.hu/registration/chair](http://www.bimun.hu/registration/chair)) or contact us at [pga@bimun.hu](mailto:pga@bimun.hu).

Applications are due on the 18th of November at 20:00 CET at [www.bimun.hu/registration/chair](http://www.bimun.hu/registration/chair).

## Accommodation

We are offering a wide selection of hotels, hostels and youth hostels of different price ranges, where delegations can get a discount. Please visit our website for further information and see the official Hotel Guide for the exact options and reservation procedure. If you are experiencing any problems, please contact us! In case of financial difficulties, we will happily offer our participants a limited number of home-stays. In case you wish to choose home-stay, please indicate it during the application procedure. Delegates of a delegation cannot choose both hotel-stay and home-stay.

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## **Deadlines and important dates**

### **Application first step deadline: 18th November at 20:00 Central European Time**

In the first step of the application delegations are required to request a number of delegate places (12/8/4), submit their delegation manager's and MUN-Directors' (max 2) personal information, submit information about the delegation and choose their preferred form of accommodation: hotel or home-stay (in case of financial difficulties or special circumstances). Please note that at this point no application will be confirmed by us yet.

### **Acceptance and Country-Matrix for delegations and individual delegates: 2nd December**

After acceptance, all participants will receive a confirmation email with registration account information. On a link, participants may log in to the application system of BIMUN 2019.

### **Application second step Phase I deadline: 16th December**

In the first phase of the second step of the application personal information of the participants will be requested. Also, at this point attendants will need to confirm whether they wish to take part in our Day 0 programme or not.

### **The Country-Matrix and chair/president-information will be released on 16th December.**

### **Committee guide submission deadline: 31st December**

The committee presidents are expected to submit a committee guide by 31st December. The length of these shall be at least five pages for GA committees and at least 10 pages for AC committees (the committee presidents will receive further information in this regard upon their acceptance). The committee guides will be presented on 20th January.

### **Fees are due by 13th January.**

*Note: fees are non-refundable after the payment deadline; in case of skipping deadlines the delegation will be replaced by another shortlisted.*

### **Application second step Phase II deadline: 13th January**

In the second phase, the committee arrangement of each participant of the delegation will be requested.

### **Application second step Phase III deadline: 3rd March**

In the third phase, the arrival and departure times of the delegations will be requested.

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**Position papers due: 3rd March**

In order to create a professional conference with appropriately prepared delegates, each and every representative shall write a position paper on their agenda item(s) of minimum 500 words that is to be submitted to the chairs or presidents of their committees. Every delegate will receive an official response on the submitted paper. They may also feel free to ask their chairs or presidents concerning the topic or the Rules of Procedure.

**Should you have any questions feel free to contact us at [bimun@bimun.hu](mailto:bimun@bimun.hu)!**

**For further information please visit [www.bimun.hu](http://www.bimun.hu)!**

**Yours Faithfully,**



*László Moss*  
*Headmaster*



*Benjámín Bodansky*  
*Secretary-General*



*Tünde Holik*  
*Responsible Teacher*

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