

**NOTIFICATION 2002 / 7**  
Annual Contributions 2003

*The Bureau of the Convention on Wetlands (Ramsar, Iran, 1971) presents its compliments «salut» and has the honour to refer to the following:*

Contracting Parties will be aware that the Convention budget for 2003 will be adopted by the Conference of the Parties at its meeting in Valencia, Spain, on 18-26 November 2002.

Nevertheless, since annual contributions are due by the 1<sup>st</sup> of January of each calendar year, it is Ramsar Bureau practice to issue invoices in May of the preceding year. Consequently the Bureau has prepared the attached invoice for the payment of contributions for the year 2003.

The 26<sup>th</sup> Standing Committee in Decision SC26.42, authorized the Ramsar Bureau to send out the invoices for the 2003 contributions in May 2002, based upon the 2002 budget but using the UN scale applicable to 2003. After the approval of the 2003 budget by the COP in November 2003, if the difference to be paid by your country compared with the amount shown in the attached invoice is more than 10% (upwards or downwards), a revised invoice shall be issued in January 2003. If the difference is less than 10%, the adjustment shall be made in the invoice corresponding to the 2004 contributions, which should be sent out in May 2003.

Contracting Parties will be aware that annual contributions to the Ramsar budget are calculated on the basis of the percentage contributions paid by Member States to the UN budget. The Contracting Parties concerned are kindly invited to note that paragraph 13 of Resolution VII.28 of Ramsar COP7 established that the minimum annual contribution is 1,000 Swiss francs.

As in the past, and according to the decision of the Sixth Meeting of the Conference of the Contracting Parties, the invoices have been prepared in Swiss francs. Reflecting Decision 17.5 of the Standing Committee, Contracting Parties are therefore urged, whenever possible, to pay in Swiss francs. In accordance with Ramsar rules, Contracting Parties are invited to pay the attached invoice by January 1<sup>st</sup> 2003.

As mentioned above, the next meeting of the Conference of Contracting Parties will take place from 18-26 November 2002. The Ramsar Bureau encourages all Parties to arrive at the Conference with their dues, including any arrears, paid in full as a clear demonstration of their commitment to the Convention.

Contracting Parties are kindly asked to transfer their contributions to the Convention account with the bank UBS in Lausanne, Switzerland:

Ramsar/IUCN Account Nos: 333.603.01.C. (CHF) or 333.603.60.R. (USD) or 333.603.61H (EUR).

*The Bureau of the Convention on Wetlands respectfully requests that the content of the present note be communicated to the competent national authorities and avails itself of this opportunity to renew «salut» the assurance of its highest consideration.*

Gland, 25 May 2002

«Organisation\_1» «Organisation\_2»  
«Address\_1»  
«Address\_2»  
«Address\_3»  
«City»  
«Country»

**INVOICE FOR 2003 CONTRIBUTION TO THE CONVENTION BUDGET**

Please consider making payments in the currency in which this invoice is issued: Swiss francs.

Invoice Due: 01 January 2003

I. **Annual Contribution** CHF «TheAmount»

This amount is based on Resolution VII.28 of the Seventh Meeting of the Conference of the Contracting Parties which adopted the budget for 2000-2002.

II. **Voluntary Contributions**

Contracting Parties in a position to do so are kindly invited to consider making additional voluntary contributions to the budget of the Convention towards:

- **delegates requiring assistance to participate in the Eighth Conference of the Parties** CHF \_\_\_\_\_
- \* the Ramsar Advisory Missions for wetlands requiring priority attention CHF \_\_\_\_\_
- \* the Small Grants Fund for Wetland Conservation and Wise Use CHF \_\_\_\_\_
- the Voluntary Fund for the implementation of the Convention's Outreach Programme (Resolution VII.9) CHF \_\_\_\_\_

**Any such generosity would be greatly appreciated.**

**TOTAL** CHF \_\_\_\_\_

Kindly make payment to:

UBS

Place St-François

1002 Lausanne

Switzerland

Ramsar/IUCN Account Nos: 333.603.01.C (CHF)  
333.603.60.R (USD)  
333.603.61H (EUR)

**(Please indicate: «CountryName» «CountryNumber» Contribution 2003)**

Please send cheques directly to the Ramsar Bureau

«Organisation\_1» «Organisation\_2»

«Address\_1»

«Address\_2»

«Address\_3»

«City»

«Country»