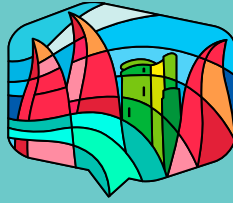


**WORLD
URBAN
FORUM**

THIRTEENTH SESSION

BAKU, AZERBAIJAN | 17-22 MAY 2026



WUF13 Media Accreditation Frequently Asked Questions (FAQ)





What is media accreditation for WUF13?

Media accreditation for WUF13 is the official authorization issued by UN-Habitat that allows professional journalists and media representatives to cover the **World Urban Forum in Baku (17–22 May 2026)**, providing access to the WUF13 venue and dedicated media areas, opportunities to conduct interviews with high-level speakers and UN officials, attendance at press briefings and key sessions, and the ability to carry out live broadcasts, filming, and reporting within the Forum venue without the need for additional venue accreditation.

Who manages media accreditation for WUF13?

Media accreditation for WUF13 is managed by **UN-Habitat**. All decisions regarding the approval, denial, or withdrawal of media accreditation are final.

How do I apply for media accreditation?

To apply for media accreditation for WUF13, you must use UN-Habitat's [online registration system](#).

The steps are:

1. Go to the registration portal and select World Urban Forum 13 (WUF13).
2. Log in if you have an account or create a new account and select "Media" as the partner type.
3. Upload the required documents (government ID, proof of professional status, and recent work samples) and submit your application.

Applications submitted by email or post will not be processed. Once approved, you will receive an acknowledgement letter confirming your accreditation.

On what basis is accreditation granted?

Accreditation is granted based on an applicant's professional journalistic status, representation of a bona fide media organization, and submission of complete and valid required documentation, in accordance with UN-Habitat media accreditation criteria.

Is there an age requirement?

Yes. Applicants must be at least 18 years old.

Who is eligible for media accreditation?

Media accreditation for WUF13 is reserved for professional journalists and media personnel—including print, photo, radio, TV, film, news agencies, and online media—who represent a bona fide media organization legally registered in a UN Member State. Freelancers are eligible if they provide a valid letter of assignment from a recognized media outlet. Applicants must also submit required documentation such as government-issued ID, proof of professional status, and recent samples of published work.

Can freelance journalists apply?

Freelancers are eligible if they provide a valid letter of assignment from a recognized media outlet. Applicants must also submit required documentation such as government-issued ID, proof of professional status, and recent samples of published work.

Are bloggers, vloggers, and online media eligible?

Yes, bloggers, vloggers, and online media professionals are eligible if they represent a bona fide media organization legally registered in a UN Member State and provide the required documentation, including proof of professional status and recent published work. Freelancers in these categories also need a valid letter of assignment from a recognized outlet.

Is there a deadline for applications?

Yes. The accreditation deadline will be announced on the official WUF13 website. Applicants are strongly encouraged to apply as early as possible.



I am a press officer at an organization. Do I need press accreditation to attend?

No. Your name should be included on the official delegation list, and you will be registered as a member of the delegation.

Can students apply for media accreditation?

No, students cannot apply for WUF13 media accreditation unless they are working as professional journalists for a recognized media organization and can provide the required documentation.

Can I apply by email?

All media accreditation applications for WUF13 must be submitted through UN-Habitat's Global Event Management System (GEMS). Applications sent by email or post will not be processed.

I covered previous WUF editions. Do I need to apply again?

Yes. Media accreditation is event specific. Accreditation from previous WUF editions is not valid for WUF13.

Does WUF13 provide financial support for journalists?

No. Media representatives are responsible for their own travel, accommodation, and related expenses.

Can I register as both media and delegate/NGO?

No. Double registration is not allowed. Applicants who have already registered as delegates or observers are not eligible for media accreditation.

What personal information is required?

The personal information required for WUF13 media accreditation includes:

- Full name (as it appears in passport or official ID)
- Date of birth
- Nationality
- Passport or other official photo ID number
- Email address
- Address
- Phone number

This information must be submitted through UN-Habitat's Global Event Management System (GEMS) along with the required documents.

What documents must I upload?

For WUF13 media accreditation, applicants must upload the following documents:

- Government-issued photo ID (passport for international media; national ID card or passport for Azerbaijani nationals).
- Proof of professional status (one of the following):
Valid press card, or
A letter of assignment (see criteria below)
- Recent samples of published work (links or PDFs)
- International media representatives who are accredited in Azerbaijan by the Ministry of Foreign Affairs of the Republic of Azerbaijan should upload their local press ID card.
- For freelancers: a letter of assignment from a recognized outlet is required



What should the letter of assignment include?

The letter must:

- On official letterhead of a bona fide media organization.
- Addressed to: Chief of Communications, UN-Habitat, and sent to unhabitat-media@un.org.
- In English or another UN official language.
- Signed by an authorized person (Publisher, Editor-in-Chief, or News Director).
- Specifies: full name(s) of the journalist(s), functional title(s), dates of assignment, and intent to cover WUF13.

I do not have a press card. Can I still apply?

You may submit a letter of assignment from a recognized outlet in place of a press card.

Why might my application be delayed or rejected?

Common reasons include:

- Missing or incomplete documentation
- Unsigned or invalid assignment letters
- Expired press cards
- Materials not provided in UN working languages

How can I check my accreditation status?

You can check your WUF13 media accreditation status by logging into your account on UN-Habitat's Global Event Management System (GEMS). Once logged in, you can view whether your application is pending, approved, or requires additional information.

Is accreditation valid for the entire Forum?

Yes. Once approved, accreditation covers the full duration of WUF13.

What does media accreditation grant access to?

Media accreditation for WUF13 grants access to:

- The Baku Olympic Stadium venue and dedicated media areas
- Press briefings with national and local governments and UN officials
- Interviews with high-profile speakers
- Live broadcasts, filming, and reporting within the Forum venue (no additional venue accreditation required)
- Interaction with exhibitors of innovative urban solutions
- Behind-the-scenes access to critical sessions and discussions

Can I collect my badge in advance?

The WUF13 badges will be distributed at the Registration and Accreditation Centre at the WUF13 venue, Baku Olympic Stadium.

Badge distribution for registered participants will take place from 14 to 22 May 2026.

Do I need to send a photo of myself?

Yes, for WUF13 media accreditation, applicants are required to upload a recent photo of themselves to the Global Event Management System (GEMS) as part of their application.

What documents are required to collect my badge?

You must present:

- Your accreditation confirmation (printed or digital, which includes your unique registration number and QR code)
- The same valid photo ID used during registration



What should I do if my badge is lost or stolen?

If your WUF13 media badge is lost or stolen, you should immediately contact the UN Department of Safety and Security at the Registration Pavilion to report the issue. You may need to provide identification and proof of accreditation to receive a new badge.

Which email address should I use for media accreditation inquiries?

All questions related to media accreditation can be sent to the official email address:
mediaservices@wuf13.az.

Can accreditation be transferred to another person?

No. Media badges are personal and non-transferable.

17-22 May 2026
Baku, Azerbaijan

