

May 24, 2024

**Subject: Notice the Invitation to the 9<sup>th</sup> International Toilet Culture Conference,  
WTA 2024 Extraordinary General Assembly and 14<sup>th</sup> Board of Directors Meeting**

## Invitation

We would like to express our deepest gratitude to all of you for your hard work in the development of the World Toilet Association. On September 23<sup>rd</sup>-24<sup>th</sup>, 2024, the 9<sup>th</sup> International Toilet Culture Conference, WTA 2024 Extraordinary General Assembly and 14<sup>th</sup> Board of Directors Meeting will be held in Vientiane, Laos, so please attend.

The 9th International Toilet Culture Conference will be held under the theme "Improving Tourists' Experience by Proper Public Toilets for Sustainable Tourism Development." The conference aims to bring together various stakeholders, including government officials and policymakers, business leaders, and sanitation experts, to create collaboration and partnership opportunities. These networks can lead to coordinated efforts to improve sanitation and provide a platform for educating stakeholders about the importance of good sanitation practices, especially in relation to sustainable tourism.

Please refer to Attachment 1 for detailed programs and schedules. There will be benefits only for WTA members who paid WTA membership fees. Please check Attachment 2 for WTA Member Benefit and Membership Fee.

Please register yourself at our system below, and if you need the invitation letter under your name for the purpose of visa, or submission to your organization, please contact the secretariat. You will get the confirmation letter within 5 days once you submit the application.

**Online Registration:** <https://forms.gle/TRZHSSDrGsUVkf1P8>

**Deadline: by 15<sup>th</sup> of August (If visa needed, by 31<sup>st</sup> of July)**

**\*We have to confirm the final attendance list by 20<sup>th</sup> of August. So if you do not keep the deadline, we cannot accept your registration.**

**\* Check your visa requirement:** [Laos visa exemption: Countries that do not require a visa to enter Laos \(embassies.net\)](#)/ If you need any documents from us to get the visa, contact us to [event@withwta.org](mailto:event@withwta.org).

If you have any questions, please feel free to contact us to [event@withwta.org](mailto:event@withwta.org)

We are looking forward to seeing you in Laos soon.

### **Brief Event Overview**

Title	: WTA 2024 Extraordinary General Assembly and 14 <sup>th</sup> Board of Directors Meeting : The 9 <sup>th</sup> International Toilet Culture Conference(ITCC)
Date	: September 23(Mon.) to 26(Thu.), 2024
Location	: Vientiane, Laos (Various Places for Field Trips)
Venue	: Vientiane, Laos (to be determined)
Program	: WTA 2024 Extraordinary General Assembly and 14 <sup>th</sup> BOD Meeting Conference, Case Study Seminar, Welcome Reception, Field Trips and Technical Tours, Excursions
Participants	: GA) 50 people from 10 countries Conference) 250 people from 10 countries
Note	: <b>Air tickets must be booked and paid by each participant.</b>

Sincerely yours,

**World Toilet Association  
President Jae Joon Lee**



### Attachment 1. Program at a glance

The 9th International Toilet Culture Conference / WTA the 14th Board of Directors Meeting & 2024 Extraordinary General Assembly						
	Sep. 22(Sun.)	Sep. 23(Mon.)	Sep. 24(Tue.)	Sep. 25(Wed.)	Sep. 26(Thu.)	Sep. 27(Fri.)
8:00	WTA Member Arrival		Registration	Field Trip to Luang Prabang		WTA Member Departure
9:00		Field-trips to WTA-supported Public Toilets & Sanitation Facilities in Vientiane	Opening Ceremony			
10:00		Inauguration Ceremony -Wat Simuang- (Lunch Hosted by MICT)	The 9th International Toilet Culture Conference		Case Study Seminar for WASH Status in Each Country	
11:00						
12:00						
13:00						
14:00		WTA BOD Pre-meeting			Workshop on Toilet Culture Movement Development Plan	
15:00		WTA Board Meeting WTA General Assembly				
16:00						
17:00						
18:00		Welcome Reception Hosted by WTA President			WTA Members' Farewell Dinner	
19:00						
20:00						
21:00						

## Attachment 2. WTA Member Benefits

### WTA provides below;

#### SPECIAL BENEFITS FOR WTA MEMBERS

- Free Registration for the program
- Accommodation
- Airport Pick Up and Drop off
- Ground Transportation
- Meals
- Cultural Experiences

According to the result of 3<sup>rd</sup> General Assembly, Special Benefits are provided only to WTA members who paid membership fees since 2017. Please refer to the following page for the Membership Fee.

- **HOTEL** is provided only for our official program scheduled from September 22<sup>nd</sup>(Sun) to 26<sup>th</sup>(Thu) (5 nights). For exceeded nights, please contact the Secretariat for booking. If you don't attend at the entire official program, accommodation can't be provided.
- Board Members will be offered a single occupancy room. If you have accompanying, a double or triple occupancy room is available at an extra cost (**PAY IN ADVANCE. Otherwise, we cannot confirm the reservation. NO CASH UPON ARRIVAL**).  
Regular Members will share the room with another member.
- **Airport transportation** will be offered only for **designated dates- Arrival day(Sep.22) and Departure day(Sep.27)**.
- Meals will be provided only during official program hours. Depending on the schedule, light packed meals may be offered.
- We would like to inquire about any dietary restrictions or preferences you may have. Please make sure to fill out this information during online registration. While we will do our utmost to accommodate your needs, please be aware that some requests may be difficult to fulfill. In such cases, we will notify you in advance.
- The invitation letter for visa issuing (for guarantee purposes) will be only offered to those who attend our official programs.  
Unfortunately, we cannot accept if someone not attending only partial / certain programs during the entire itinerary.  
(Due to safety and visa invitation)  
For late arrivals and early departures, please notify us in advance.

Government, organization, and association members who have paid membership payment can have up to 3 representatives present.

Non-members : Registration fee of USD300

Accompanying Person :

- Hotel) Extra cost for USD 30 per person per night.
- Transportation) Bullet Train USD 50 (Round-trip)
- Other costs will be covered by WTA.

## WTA Membership Fee Payment

We recommend members pay the membership fee by **Wire transfer or Credit card** by **August 15<sup>th</sup>, 2024**. **Payment upon arrival is NOT available.**

If you need a letter of invoice, please contact to the secretariat.

### Wire Transferring:

- Recipient Name : World Toilet Association
- Account No. : 168-022541-56-00015
- Bank Name : IBK Industrial Bank of Korea
- Swift
- Code : IBKOKRSE
- Branch Name : Suwon City Hall Chul

If you need further information or need the invoice, need to use other methods of transfer, please contact the Secretariat.

### Credit card:

- If you want to pay the membership fee by Credit card, you can pay with Paypal. Please reply the email with your name and email address that you want to get the invoice.

### WTA Membership Fee and Allotment

(Currency : USD)

Category	Country	Amount
Government Member	Regular	1,000
	OECD	3,000
Organization Member	Regular	500
	OECD	2,000
Individual Member	Regular	100
	OECD	200
Association Member (Toilet Association)	Regular	1,000
	OECD	3,000

**The member who joined WTA before 2017**

**: Payment 2017~2024**

**The member who joined WTA After 2017**

**: Pay the dues from the following year of a membership application**