



Berne, August 18, 2025

Dear presidents

At the delegates' meeting in Basel, the delegates asked the Central Board (Zentralvorstand, Comité) to submit a bid from Switzerland to BPW International for the 33rd International Congress (official name: XXXIII BPW International Congress 2030). BPW International has informed us that it would very much welcome the congress being held in Switzerland. Based on these expectations, we kindly ask clubs interested in hosting the 2030 congress to submit their application documents.

Clubs interested in becoming the host club for the XXXIII BPW International Congress in cooperation with the Central Board of BPW Switzerland are requested to submit their proposals as **one pdf-file in English** to the **office of BPW Switzerland by e-mail info@bpw.ch**, copy to barbara.haller@bpw.ch by no later than **September 21, 2025**. The Central Board of BPW Switzerland will then decide, taking into account the recommendation of the steering group convened specifically for this purpose, with which club the CB will submit its candidacy for the 2030 Congress to BPW International.

Please find enclosed the *Requirements for Hosting the BPW International XXXIII Congress and 100th Anniversary 2030*, written by International President Diana Baragan, as an attachment to this letter.

If you have any questions, please contact Barbara Haller Rupf, barbara.haller@bpw.ch ;
Tel: 079 628 58 40, or another member of the steering group.

We look forward to hosting the XXXIII BPW International Congress together with the Swiss clubs and members.

Best regards

Myriam Heidelberger Kaufmann

Barbara Haller Rupf

Enclosures:

- **Requirements for Hosting the BPW International XXXIII Congress and 100th Anniversary 2030 (by BPW International)**
- Members of the steering group
- For your information: XXXII BPW International Congress 2024, St. Kitts and Nevis
<https://www.bpw-international.org/congress2024/>





Facts and further information to the XXXIII BPW International Congress (IC) 2030

Dates

Dates will be set by Executive Board of BPW International. The 26th August 2030 is the 100 year anniversary (centenary) of BPW International. It would be preferable to have the IC around this date.

Duration

5 – 7 days

Participants

500 – 1'000 BPW and guests from all over the world. Some would bring their partners as well.

Finances & Contracts

Congress finances are managed by BPW International. They sign all the contracts. The national / local host is responsible for own expenses and volunteer costs. To cover their costs, the national / local host should acquire sponsors.

Organization

The Organization of the IC is under the responsibility of the International President (IP) Diana Barragan (lives close to Geneva / Switzerland) and her congress team (BPWI)

The tasks for the host country / host club will be decided together.

The national organizational team takes care for all the host parts like:

- Welcome event and cultural night(s)
- Gala dinner
- Farwell-Party
- Excursions during the Congress (Partner program)
- Pre- and Past Conference excursions
- Local expertise
- Support with visa issues
- etc.



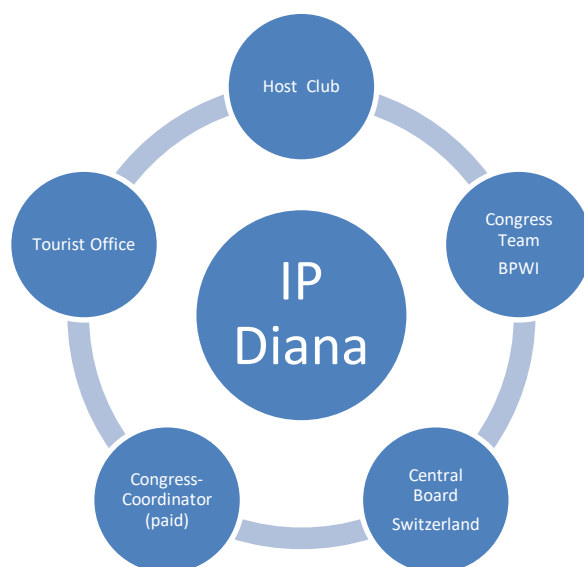


Figure 1: Organizational units International Congress

Shared responsibilities between BPW International / BPW Switzerland

BPW International	BPW Switzerland
- Planning and execution of congress	- Planning and execution of congress according the decisions of BPWI
- Responsible for official part of IC	- Responsible for local part of IC (partner program etc.)
- Congress office during the Congress	- Support of the Congress office
- Signatories for all contracts	- Prepares the contracts at its best possibilities and for the best possible prices
- Sponsoring: with existing international partners to lower conference costs	- Sponsoring: with local / national organisations / companies to cover own expenses
- International needs and know-how	- Local and national know-how and contacts with authorities, speakers etc.
- Visa: Invitation Letter of BPW I	- Preparation with the federal Department of Foreign Affairs FDFA and invitation Letter of BPW Switzerland

