



Hosting Application Undertaking for the 2028 EFC Congress

To be signed by the applying national society at candidature stage

Version 5 – 30th of June 2026

Candidature for the 2028 edition of the EFC Congress (application deadline: 30 September 2026)

Proposed host city:

Proposed country:

Proposed dates:

1. Purpose

This Undertaking sets out the key commitments that the applying national society accepts at the time of its candidature to host the EFC Congress.

The applying society confirms that it accepts the financial model, governance structure, and PCO framework as defined in this Undertaking and will not seek renegotiation of these core principles after selection.

If selected, the applying society undertakes to sign the full “Collaboration Agreement for the EFC Congress between EFC and the Hosting National Society”

2. Key Commitments

- The Congress is an EFC Congress, delivered in partnership with the host society, in line with EFC standards.
- Scientific independence is mandatory: the programme is developed jointly and remains free from commercial influence.
- The final approval of scientific programme structure rests with EFC to ensure consistency with prior congresses and federation standards.
- the host society will secure a minimum of 200 delegates from the host country or neighbouring countries within the same geographical area, unless otherwise agreed.
- Format: plenary sessions are the standard format; parallel sessions may be discussed and implemented only if jointly agreed.
- Transparency: budget assumptions, key contracts and progress reporting will be shared with EFC and the Core PCO in a timely manner.



- Risk control: commitments that create financial or legal exposure require approvals under the final Collaboration Agreement.
- The applying society understands that operational autonomy does not extend to financial administration, contract signature authority, modification of the agreed profit-sharing model, or unilateral changes to programme structure.

3. Organisation and Governance

If selected, a Joint Congress Steering Committee (“JCSC”) will be formed to coordinate delivery and monitor key milestones. The JCSC composition is flexible and shall include representatives appointed by each Party. The Head of Secretariat/Core PCO is a mandatory member. Appointment of a Local PCO in addition to the Secretariat/Core PCO is possible and optional.

4. Core PCO and Contracting

EFC’s Head of Secretariat acts as the Core PCO and is responsible for overall organisation and supervision of the Congress, including mitigation of financial, legal and organisational risks in line with EFC financial capabilities. Unless otherwise agreed in writing by the Core PCO, the Core PCO sources and contracts suppliers directly, including the venue and accommodation.

The applying society acknowledges that it will not independently sign venue, supplier, catering, AV, accommodation or sponsorship contracts related to the Congress unless expressly authorized in writing by the Core PCO.

5. Financial and Sponsorship Framework

- Budget objective: the Parties collaborate to build a budget aiming at break-even as a minimum.
- Net profit sharing: 40% Host Society / 40% EFC / 20% PCO(s). “Net profit” refers to the finance balance remaining after all congress costs, PCO fees, taxes, bank charges, insurance, reserves and write-offs.
- Net loss sharing (if any): 50% Host Society / 50% EFC.
- Local sponsors: the host society identifies local sponsors and exhibitors; EFC and the Core PCO actively prospect European and international sponsors.
- Any material expense/commitment outside the approved budget, or creating material risk, requires prior approvals under the final Collaboration Agreement.

6. Withdrawal

If the applying society withdraws its candidature after selection (except in case of force majeure), it shall bear documented and non-recoverable costs already committed in preparation for the Congress.



European Federation for Colposcopy
and Cervical Cancer Prevention

7. Signature (Applying National Society)

By signing below, the applying national society confirms that this Undertaking has been approved by the governing body of the applying society.

Name of the Applying Society:

Country:

Name of the president:

Date:

Signature: