

VENICE2009 REGISTRATION

GENERAL INFORMATION

To register for the **Venice2009 Conference** you have to fill in the on-line Registration Form at the address: http://web.oapd.inaf.it/venice2009/registration_form.php

Note that the number of participants will be **limited to 230**, and early registrations will have the precedence over the later ones.

REGISTRATION FEE

The regular conference fee is 280 euros if the payment is made before April 30. After this date, the regular fee due is 330 euros.

The Registration fee covers:

coffee break and light lunches for participants at the conference, conference bag, conference poster, abstract booklet and proceedings volume to be published in 2010. We expect that some of the social events organized by the LOC will also be included in the fee. Conference dinner fee is not included. Details will be given in the third announcement.

The Registration fee can only be paid:

- by bank transfer: please note that the bank transfer has to be free of charge for the receiver.
- Bank name: Banca Nazionale del Lavoro
- Address: Via Costantino Nigra, n. 15 – 00194 Rome - Italy
- IBAN: IT69S0100503309000000218500
- SWIFT code: BNLIITRR
- Holder: INAF (Istituto Nazionale di Astrofisica - I)

Important: please, QUOTE YOUR NAME and the following REFERENCE with your bank transfer: "**Venice2009 Conference**".

Formal Receipt for registration fee

The Secretariat of the Venice2009 Conference will send a confirmation letter via email to the registrant once he receives the participant's Registration Form and registration fee. The participant should present his/her confirmation letter at check-in. The formal receipt for registration fee will be available from the Secretariat when checking in.

N.B. We recommend everyone to arrange their payment of the registration fee **BEFORE** the conference. On location, we have no possibility to process credit cards. The registration desk will generally be staffed with volunteer students who are not entitled to receive payments in cash.

For any information concerning registration or similar, please contact venice2009@oapd.inaf.it

Cancellation Policy

Cancellations can only be accepted if a written notice is sent by e-mail to the Conference Secretariat (Attn: Mrs. Mariangela Locatelli mariangela.locatelli@oapd.inaf.it) before April 30, 2009. A 20% charge will be withheld in order to cover administration and banking costs. After April 30, 2009 no refund is possible but a copy of Proceedings will be delivered to the address of the cancelled participant. All refunds will be processed after the Conference.

VISA APPLICATIONS

No visa is required for citizens of one of the countries of the European Union who need only an identification card.

Citizens from all other countries **do need a tourist visa** to enter in Italy. This kind of visa provides coverage for attending scientific conferences, seminars, or meetings.

In order to request a tourist visa, you have to contact the **Italian Embassy/Consulate** nearest to your city (look at http://www.esteri.it/visti/rilascio_eng.asp)

This **must be done several months before** the conference is set to take place, since visa applications **can take quite some time**.

Letter of invitation

We will provide a letter of invitation for those participants who request one. If you need such a letter, please send to us an e-mail (venice2009@oapd.inaf.it) with the following information:

1. Full name, passport number and country of issue.
2. Full mailing address and a fax number to send the letter.
3. Names and passport numbers of your accompanying persons, if any.

Please, be sure to provide your name and the names of your accompanying persons exactly as written in the passports.

ACCOMMODATION

Very nice bedrooms at convenient prices are available in the San Servolo Isle

:<http://www.sanservolo.provincia.venezia.it/conferences/default.aspx?pkey=tosleep>

Reservation is preferable for people submitting a contribution (oral or poster). Please, fill in the application form in due time; send it by fax at +39 041 2765420. If accommodation is not available at San Servolo, alternative accommodation in the town will be arranged directly by the San Servolo Service.

Transportation to the San Servolo Isle:

Please, get information at

<http://www.sanservolo.provincia.venezia.it/institutional/default.aspx?pkey=howarrive>

CALL FOR ABSTRACT (ORAL AND POSTER CONTRIBUTION)

Submission of abstracts

Participants wishing to present a talk and/or poster can submit an abstract.

Guidelines are available at the following address: <http://web.oapd.inaf.it/venice2009/abstract.php>

DEADLINES

Deadline for Early Registration: **April 30, 2009**

Deadline for Late Registration: **June 15, 2009**

Conference secretariat

Organizing secretariat: INAF-Osservatorio Astronomico di Padova

Contacts: venice2009@oapd.inaf.it