



MADRID 2020
29th WORLD CONFERENCE
ADULT SCOUTS & GUIDES
ISGF – AISG

Newsletter
Nº 2

November 2019
Issue

Registration Fees

Registration Fee with accommodation at Hotel Meliá Avenida de América



It Includes:

- ✚ The complement of the single room of € 495.00.- will be included in the first instalment.
- ✓ Attendance at all sessions of the Conference
- ✓ Coffe Break
- ✓ Meals: Except Alcalá de Henares (optional order picnic)
- ✓ Dinners
- ✓ Transportation during the conference (if applicable)
- ✓ Visit to Alcalá de Henares
- ✓ Participants Kit

Registration + Double Room (Payments in 3 instalments)	Registration + Double Room (Payments in 2 instalments)	Registration + Double Room (Payments in 1 instalment)
849 €	924 €	998 €
<p>👤 / 1 per Person</p> <p>Payments:</p> <ul style="list-style-type: none"> 📅 Until 15 December 2019 📄 1st instalment: € 255,00.- 📅 Until 15 February 2020 📄 2nd Instalment: € 297,00.- 📅 Until 15 May 2020 📄 3rd Instalment: € 297,00.- 	<p>👤 / 1 per Person</p> <p>Payments:</p> <ul style="list-style-type: none"> 📅 Until 15 February 2020 📄 1st Instalment: € 463,00.- 📅 Until 15 May 2020 📄 2nd Instalment: € 461,00.- 	<p>👤 / 1 per Person</p> <p>Payment:</p> <ul style="list-style-type: none"> 📅 Before 15 May 2020 📄 Only Instalment: € 998,00.- 📅 Until 15 February 2020 📄 Only Instalment: € 925,00.- 📅 Until 15 November 2019 📄 Only Instalment: € 849,00.-

Registration without accommodation

It includes:

- ✓ Attendance at all sessions of the Conference
- ✓ Coffee Break
- ✓ Meals: Except Alcalá de Henares (optional order picnic)
- ✓ Dinners
- ✓ Travel during the conference (if applicable)
- ✓ Visit to Alcalá de Henares
- ✓ Participants Kit

Registration without accommodation (Payments in 3 Instalments)	Registration without accommodation (Payments in 2 Instalments)	Registration without accommodation (Payments in 1 Instalment)
574 €	650 €	723 €
<p>👤 / 1 per Person Payments: 📅 Until 15 December 2019 📄 1st Instalment: € 174,00.- 📅 Until 15 February 2020 📄 2nd Instalment: € 200,00.- 📅 Until 15 May 2020 📄 3rd Instalment: € 200,00.-</p>	<p>👤 / 1 per Person Payments: 📅 Until 15 February 2020 📄 1st Instalment: € 350,00.- 📅 Until 15 May 2020 📄 2nd Instalment: € 300,00.-</p>	<p>👤 / 1 per Person Payment: 📅 Before 15 May 2020 📄 Only Instalment: € 723,00.- 📅 Until 15 February 2020 📄 Only Instalment: € 650,00.- 📅 Until 15 Novembre 2019 📄 Only Instalment: € 574,00.-</p>



Important:

- Bank charges for reception of **Transfer**: include € 15,00.- per transfer.
- The complement of the **single room** of € 495.00.- will be included in the first instalment.
- The **companions** may receive a discount of € 60.00.- which will be applied in the last instalment.
- The **cancellation** of the registration will suppose a penalization on the paid amount, as administrative expenses but the inscription can be applied to another new person assistant to the Conference:
 - 20% before 15 February 2020
 - 50% by 15 May 2020
 - After May 15 there will be no refunds.

IMPORTANT NOTICE!

The payment of the first instalment choosing the option of three has been extended
until 15 December 2019.

Program (DRAFT)

17/08/2020 (Draft)			18/08/2020 (Draft)			19/08/2020 (Draft)		
When	What	Where	When	What	Where	When	What	Where
8:00 - 10:30	Hospitality - Reception	Hotel Airport Train Station	8:00 - 9:00	Breakfast	Hotel	8:00 - 9:00	Breakfast	Hotel
			9:00 - 10:30	Plenary Meeting	Hotel	9:00 - 10:30	Plenary Meeting	Hotel
10:30 - 18:00	Arrival and registration	Hotel	10:30 - 11:00	Coffee break	Hotel	10:30 - 11:00	Coffee break	Hotel
			11:00 - 13:30	Areas Meeting	Hotel	11:00 - 13:30	Plenary Meeting	Hotel
			13:30 - 14:30	Lunch Buffet	Hotel	13:30 - 14:30	Lunch Buffet	Hotel
	14:30 - 15:30		Free Time	Hotel	14:30 - 15:30	Free Time	Hotel	
	15:30 - 17:00		Regions Meeting	Hotel	15:30 - 17:00	Plenary Meeting	Hotel	
	17:00 - 18:00		Coffee break	Hotel	17:00 - 18:00	Coffee break	Hotel	
18:00 - 21:00	Dinner cocktail	Cecilio Rodríguez Gardens	18:00 - 20:30	Team works Meeting	Hotel	18:00 - 20:30	Plenary Meeting	Hotel
			20:30 - 21:00	Free Time	Hotel	20:30 - 21:00	Tiempo Libre	Hotel
21:00 - 24:00	Opening Ceremony	Hotel	21:00 - 24:00	Dinner in Madrid	Madrid	22:00 - 24:00	Nightly animation Music Guildas AISG Spain	Hotel
				Nightly tourism				

20/08/2020 (Draft)			21/08/2020 (Draft)			22/08/2020 (Draft)		
When	What	Where	When	What	Where	When	What	Where
8:00 - 9:00	Breakfast	Hotel	8:00 - 9:00	Breakfast	Hotel	8:00 - 9:00	Breakfast	Hotel
9:00 - 15:30	Tourist Visit	Alcalá de Henares	9:00 - 10:30	Plenary Meeting	Hotel	9:00 - 13:30	Farewell participants Help with Check Out	Hotel Airport Train Station
			10:30 - 11:00	Coffee break	Hotel			
			11:00 - 13:30	Final General Meeting	Hotel			
			13:30 - 14:30	Lunch Buffet	Hotel			
			14:30 - 15:30	Free Time	Hotel			
15:30 - 21:00	Free Time	Hotel	15:30 - 20:30	Work Teams Sustainable Development Goals	Hotel			
			20:30 - 21:00	Tiempo Libre	Hotel			
21:00 - 22:00	Dinner Buffet	Hotel	21:00 - 22:00	Dinner Buffet	Hotel			
22:00 - 22:30	"World Market" country projects and products	Hotel	22:00 - 24:00	Closing Conference Nightly animation	Hotel			
22:30 - 23:00								
23:00 - 23:30								
23:30 - 24:00								



If as participants of the Conference you are interested in broadening your experience in your visit to Spain, the Host Committee is working on offering

tourist routes through the cultural, historical and artistic heritage in some of the most culturally rich regions of the country.

For more updated information, please visit the website

<https://madrid2020.aisg.es/en/travels/>



On the conference website (<https://madrid2020.aisg.es/en/faq-2/>) you will find information on **frequently asked questions**. These are some examples:

What could give me the attendance at this World Conference?

The participation in the event would give me an overview about the great diversity of ISGF Associations worldwide and the most important projects that are currently being carried out

Does the Hotel's kitchen have specific menus for food intolerances or vegan or vegetarian options?

The Hotel has different diets that can be adapted to the different feeding options, if they are notified in adequate advance.

Will I have some difficulties if I do not speak Spanish?

Translation systems are planned in English and French, the official languages of the Conference, so that everyone can participate in debates, discussions and presentations.

What kind of weather will we have in Madrid during the celebration of the Conference?

The weather is dry and there is usually no rain at those dates. The average temperature of 19º at night and 31º for the day. Normally, starting in the second half of August in Madrid, it begins to refresh and therefore the high summer temperatures soften going down. Nevertheless, both the hotel and the transports that we are going to use have air conditioned.

IMPORTANT:

If you have any important suggestions or corrections that you think we should consider, do not hesitate to contact us. (info@madrid2020.aisg.es)

We are an enthusiastic group of volunteers working to welcome you in Spain and share an unforgettable World Conference together.

How to register for the World Conference ISGF-AISG Madrid 2020?

Very easy!

Follow these six steps, from the WEB www.madrid2020.aisg.es



PAPER REGISTRATION FORMS:

To facilitate the administrative procedures for Madrid 2020 World Conference, registration forms are available on the website in English, French and Spanish (<https://madrid2020.aisg.es/en/inscription-form/>).

The Organizing Committee has decided not to make paper forms in order to simplify the collection and custody of personal data, as well as to ensure compliance with European data protection legislation. In addition, not using paper forms helps to maintain an ecologically sustainable conference.

For ISGF-AISG members who do not have access to the Internet, we ask the International Secretaries to assist them in the registration process for their registration to the Conference.

VISAS:

To find out if you need a visa to visit Spain, please visit the following link: <https://madrid2020.aisg.es/en/useful-information/> We will expand this information in the following newsletters.

BUDGET - WORLD CONFERENCE MADRID 2020

This is the budget calculated following the official guidelines for the organization of World Conferences (<http://www.isgf.org/index.php/en/events/guidelines-events>) and was approved by the ISGF AISG World Committee for the 29th World Conference of Scouts and Adult Guides MADRID 2020 on a minimum basis of 250 participants to cover the expenses of organizing the event.

BUDGET ITEM	PARTIALS
Renting of Premises (Ballrooms) Hotel	4.174,50
Meals in the Hotel (attendees)	92.675,00
Food allowances Volunteers (translators and others)	601,50
Meals in the Hotel (Board ISGF and ISGF Spain)	7.043,30
Accommodation attendees	68.750,00
Accommodation Board ISGF	3.850,00
Kit attendee: stationery, identification labels, etc.	5.500,00
Touristic Tour to Alcalá de Henares de Henares city	2.810,00
Renting of simultaneous translation equipment's	5.904,80
Renting of audiovisual media	4.797,65
Advertising material of different size	2.000,00
Fee per attendee to ISGF (23€ x individual)	5.750,00
Simultaneous traduction	8.349,00
Unforeseen costs	
TOTAL + VAT	212.205,75

Payment attendees (number)	250
Fee per attendee (in €) in double room	849
Fee per attendee (in €) in single room €) in single room	1.344
Fee per attendee (in €)	574



www.madrid2020.aisg.es

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