

ICPPP 15 – Practical information for participants

- **Venue**

Auditorium Max Weber + AV Auditoria
Parkstraat 71
B-3000 Leuven

For detailed information on how to get to Leuven and the venue, please consult www.icppp15.be (Chapter *Host city & venue*)

- **Registration**

Kindly collect your conference documents at the registration desk, located in the Foyer of Auditorium Max Weber. Conference material will not be sent beforehand.

Registration desk opening times:

Sunday 19 July: 16:00 – 18:00

Monday 20 July: 07:30 – 18:30

Tuesday 21 July: 07:30 – 18:30

Wednesday 22 July: 07:30 – 12:00

Thursday 23 July: 07:30 – 15:30

- **Conference programme**

The conference programme, as well as the list of posters, can be downloaded from www.icppp15.be (Chapter *Programme*).

- **Poster viewing**

All posters will be on display for the duration of the conference in Alma 2. **Even-numbered** posters will be presented during the poster session of Monday 20 July from 18:30 – 20:00. **Odd-numbered** posters will be presented during the poster session of Tuesday 21 July from 18:45 – 20:00.

- **Social programme**

- ❖ **Welcome reception** in the City Hall - Sunday 19 July, 18:00 – 20:00

Attendance is free of charge, but pre-registration is compulsory. Participants must wear their badges to be admitted. There will be drinks and finger food, as well as a guided visit to the medieval city hall.

- ❖ **Poster reception** at Alma 2 near the conference venue - Monday 20 July, 18.30 – 20.00

Attendance is free of charge, but pre-registration is compulsory. Participants must wear their badges to be admitted. There will be a choice of Belgian beers, soft drinks and finger food.

- ❖ **Football game** at K.U.Leuven sportscentre in Heverlee - Monday 20 July, 20:00 – 22:00

Attendance is free of charge, but pre-registration is compulsory.

- ❖ **Carillon concert** on the Ladeuzeplein - Tuesday 21 July, 20.15 – 21:15

Free attendance – no registration is required.

- ❖ **Excursion** to Brussels and visit of a brewery - Wednesday 22 July, 12:15 – 19:00.

Departure is scheduled right after the scientific programme at 12:15. Buses will be waiting near the conference venue. Attendance is free of charge, but pre-registration is compulsory. A voucher will be included in the registration envelope for participants who registered for this function.

- ❖ **Conference dinner** at Faculty Club, Leuven - Wednesday 22 July, 19:30

This function is not included in the registration fee. Tickets are 75 EUR/person and need to be purchased in advance – it will not be possible to buy tickets onsite. A voucher will be included in the registration envelope for participants who registered for this function.

Participants who have not pre-registered for 1 or more of the above social events, but still wish to attend, are requested to contact the ICPPP 15 secretariat by Friday 10 July at the latest.

- **Catering**

Coffee breaks will be organised in Alma 2, where also the poster and exhibition area is located. For exact times, kindly consult the conference programme.

Lunch is not included in the registration fee. Participants to the excursion on Wednesday 22 July will receive a lunch package on the bus. A break of 1.5 hour between the morning and afternoon sessions will allow participants to have lunch in the city centre. Budget lunches are available from Alma 1, Tiensestraat 115, Leuven. Please note that this restaurant will be closed on Tuesday 21 July due to the Belgian National Holiday.

- **Group picture**

A group picture will be taken in the city park on Tuesday 21 July from 18:30-18:45. All participants will receive a copy of the group picture. One copy per delegate can be collected from the registration desk as of Thursday afternoon. Pictures will not be sent after the conference.

- **Internet/WIFI**

Delegates who have laptop computers or PDAs with wireless facilities will be able to access the internet at the conference venue. Personal login codes will be printed on the reverse side of the name badge. There will also be a limited number of computers available with internet connection.

- **Insurance**

The organisers do not accept liability for medical, travel or personal insurance and you are strongly advised to take out your own personal insurance.

- **Conference secretariat**

If you have any further queries, please contact the ICPPP 15 secretariat at tel. +32 (0)16 40 45 55 or email: info@icppp15.be. In case of emergency during the conference, the onsite secretariat can be reached at tel. +32 (0)486 62 62 20 or +32 (0)476 39 50 58.