



XXXIV WORLD CONGRESS
OF THE INTERNATIONAL ORGANIZATION
OF VINE AND WINE

THE WINE CONSTRUCTION
20-27th June 2011
Porto - Portugal

GENERAL CONDITIONS

REGISTRATION

- The registration form must be completed and sent with payment altogether;
- If payment arrives without the corresponding registration form the services won't be considered;
- Deadline for Registrations: **June 12 2011**
- Presenting authors or co-authors are not exempted from paying the registration fee;
- Confirmation of registration will be sent upon the payment arrival;
- All services should be requested on the registration form;
- Until payment is received, the registration will be on hold and won't be considered;

The Registration Fee includes:

FULL REGISTRATION INCLUDES:

Official Opening Ceremony (June 20th), Welcome Cocktail (June 20th), Reception Cocktail "Vinhos de Portugal" (June 21st), Cultural Evening (June 21st), Evening Reception (Port Wine Cellars) (June 22nd), Participation in the Technical Sessions (June 21st and 22nd), Free Evening "Dine Around" Voucher (June 23rd), Technical Visits (June 23rd), General Assembly (June 24th), Gala Dinner (June 24th), Coffee Breaks, Lunches and Flash Card Containing the Accepted Papers.

ONE-DAY REGISTRATION INCLUDES:

Participation in the Technical Sessions (June 21st and 22nd – 1 day only), Technical Visits (June 23rd), General Assembly (June 24th), Coffee Breaks, Lunch and Flash Card Containing the Accepted Papers.

* One-Day Registration Fee is valid for Tuesday, Wednesday, Thursday or Friday only. For more than one day, Full Registration is required.

STUDENT FEE INCLUDES:

Official Opening Ceremony (June 20th), Welcome Cocktail (June 20th), Reception Cocktail "Vinhos de Portugal" (June 21st), Cultural Evening (June 21st), Evening Reception (Port Wine Cellars) (June 22nd), Participation in the Technical Sessions (June 21st and 22nd), Free Evening "Dine Around" Voucher (June 23rd), Technical Visits (June 23rd), Coffee Breaks, Lunches and Flash Card Containing the Accepted Papers.

*** A copy of the student identity card must be sent by mail to oiv2011@skyros-congressos.com as pdf in order to consider the student fee.

STUDENT "CONGRESS ONLY" INCLUDES:

Participation in the Technical Sessions (June 21st and 22nd), Coffee Breaks, Lunches and Flash Card Containing the Accepted Papers.

** This option is limited to availability and it is only intended for students in higher education. Availability confirmation of won't be sent before June 15th of 2011. A copy of the student identity card must be sent by mail to oiv2011@skyros-congressos.com as pdf in order to be considered the student fee.

PARTICIPANTS GENERAL ASSEMBLY INCLUDES:

Evening Reception (Port Wine Cellars) (June 22nd), Free Evening "Dine Around" Voucher, Technical Visits, General Assembly (June 24th), Gala Dinner June 24th, Coffee Breaks and Lunches.

ACCOMPANYING PERSON INCLUDES:

Official Opening Ceremony (June 20th), Welcome Cocktail (June 20th), Reception Cocktail “Vinhos de Portugal” (June 21st), Cultural Evening (June 21st), Evening Reception (Port Wine Cellars) (June 22nd), Free Evening “Dine Around” Voucher (June 23rd), Technical Visits (June 23rd), Gala Dinner (June 24th), Tourist Material and Activities of the Accompanying Persons Program.

HOTEL RESERVATION

- Skyros-Congressos will handle all the hotel accommodation requirements for participants.
- Accommodation should be booked on the conference registration form.
- For reservations **until March 14th, 2011** one night deposit is required in order to guarantee the room reservation,
- Full Payment of the remaining nights is required until **May 16th, 2011**.
- After this date all the new bookings must be fully paid by credit card.
- No reservations will be considered without payment.
- Reservation changes must be sent to the congress secretariat until **June 6th, 2011**.
- Skyros-Congressos won't be able to guarantee rooms after **May 16th, 2011**.
- Please note that no hotel voucher will be sent. The secretariat will send a confirmation mentioning all requested services by mail.
- **The hotels will be allocated on a first come, first served basis.**

CHANGES

- The change name will be accepted until **June 6th, 2011**;
- Please note **After June 6th, 2011** and On Site will be charged 20 € per change.

RECEIPTS

- The on site secretariat will only issue receipts for services requested on site. Receipt changes will be made and sent only after the congress.

PAYMENT METHOD DETAILS

- Payment by Bank transfer will only be accepted until **May 16th, 2011**.
- **Bank Transfer** - PARTICIPANT'S NAME MUST BE CLEARLY STATED AS WELL AS THE SERVICES THE AMOUNT REFERS TO.
- A copy of bank transfer payment must be sent to SKYROS along with the registration form.
- Please note that all Bank fees/charges must be paid by the transmitter.
- **After May 16th, 2011 only credit card will be accepted.**
- SKYROS-CONGRESSOS WON'T BE RESPONSIBLE FOR RECEIVED MONEY WITHOUT ITS CORRESPONDENT REGISTRATION FORM.

IMPORTANT

- The registration acceptance will end on **June 6th, 2011**.
- All services requested after this date will only be accepted on site and they must be paid directly, even if requested by companies. These services are subject to availability.

REIMBURSEMENTS

- All the reimbursements will take place after the congress.

CANCELLATION POLICY

REGISTRATION AND SOCIAL PROGRAMME

- All Cancellations must be faxed, electronically mailed or post-marked.
- Refund of registration fees will be as follows:
- Postmarked before **March, 18th 2011** – full refund less bank charges and minus €50 handling fee
- Postmarked from **March, 19th 2011** – 50 % refund till **May 16th 2011**
- No refund of cancellations sent after **May 16th 2011**

HOTEL ACCOMMODATION

- All changes or cancellations have to be addressed in writing to the secretariat Skyros-Congressos.
- Please do not contact the hotel directly.
- Cancellation received before **March, 18th 2011** - full refund less bank charges and minus €40 of handling fee
- Cancellation received **from March 19th until May 16th 2011**- first deposit will be charged (1 night accommodation)
- Cancellation received **after May, 16th 2011** - no refund
- In the event of non-arrival, the hotel will automatically release the reservation, and payment will be non-refundable.