



## Registration

ISOCARP welcomes City and Regional Planners from all over the world. The congress is open to any interested individual, party or organisation, young planning professional, expert and interested professional from other related disciplines (ISOCARP members and/or non-members).

### Climate Care

We have calculated the anticipated emissions from this event and are offsetting these through ClimateCare. The cost of the offset is included in the registration fee. ClimateCare will fund projects in energy efficiency and sustainable energy around the world to reduce global carbon emissions on our behalf.

The on-line registration is closed

ISOCARP and the Portuguese Local Organising Committee look forward to your participation.

. International Delegates registrations are handled on-line by ISOCARP The Hague.

. National Delegates registrations are handled through the Travel Agent in Portugal.

. All Hotel/Tour bookings are handled through the Travel Agent in Portugal

*Delegates without Internet Access are kindly requested to contact the respective registration offices.*

### REGISTRATION FEES (18-22 Oct 2009)

. All delegates, except Keynote Lecturers and Congress Team members, pay registration fee (see fee categories). Invitation to any of the congress sessions or any other contribution to the congress does not waive the payment of the congress registration fee nor any other related expenses to any invitation.

. All non-member congress fees > Euro 475 include a so-called 'Congress Applicant ISOCARP Membership' for a trial period of 10 months starting immediately after this congress. [Benefits of Congress Applicant Membership](#)

### Early Bird Registrations

with full payment until 31 July 2009 benefit from a reduction in congress fees.

Other reduced fees (a.o. invited authors): see fee categories.

### Congress participation fees include:

- Entrance to all days of Congress Sessions
- Welcome Reception (buffet) and Technical Tour
- Congress lunches
- Congress Portfolio
- The Porto Congress Proceedings (hand outs at Congress 2010)

Young Planning Professionals (invited):

- Same as above plus additional inclusions under 'YPPs Workshops'.

### Congress portfolio includes:

- Final Program
- Introductory Reports by the Congress Team and full papers by invited authors (CD ROM Box)
- ISOCARP REVIEW05 (2009), a thematic publication complementing the research efforts for each ISOCARP Congress.

## DELEGATES from PORTUGAL

Registration through Travel Agent in Portugal. Prices in Euro per person.

	Early bird registration	Late registration
ISOCARP Member	395 Euro pp	475 Euro pp
Portuguese Planning Association Member	395 Euro pp	475 Euro pp
Non member	420 Euro pp	500 Euro pp
Members/Non-Members, 32 years max	245 Euro pp	325 Euro pp

## INTERNATIONAL DELEGATES

Registrations are handled on-line by ISOCARP The Hague.

[DV Countries = Developing Countries Residents](#)

	Early bird registration	Late registration
ISOCARP Member	395 Euro pp	475 Euro pp
Non-Member	515 Euro pp	595 Euro pp
Non-Members Invited Author (1)	475 Euro pp	555 Euro pp
Members/Non-Members, 32 years max. (2)	245 Euro pp	325 Euro pp
Members/Non-Members, DV countries (3)	245 Euro pp	325 Euro pp

[\(1\)](#) [\(2\)](#) [\(3\)](#)

## UNIQUE FEE ALL COUNTRIES, International Registrations

Young Planning Professionals (on invitation after selection) (4)	245 Euro pp
Delegates' Partner/Accompanying (5)	50 Euro pp
Single day participation	180 Euro pp per day
Group members or non members (6): same country/same organisation/institute/ university/employer, minimum 10 persons	Per delegate: Individual fee as above, with Euro 750 total Group Discount

[\(4\)](#) [\(5\)](#) [\(6\)](#)

## TECHNICAL TOURS

21 Oct 2009, afternoon  
all Technical Tours

Offered. Registration required in view of logistics

## SOCIAL EVENTS

18 Oct 2009, evening  
Welcome Reception (buffet)

Offered. Registration required in view of logistics

22 Oct 2009, evening  
Farewell Dinner

65 Euro pp

## Confirmation of Registration

Confirmation receipt of registration/invoicing: ISOCARP confirms receipt of registration with an invoice within 8 days after receipt of on-line registration. Kindly immediately contact [isocarp@isocarp.org](mailto:isocarp@isocarp.org) if you do not get this confirmation within these 8 days.

## Method of Payment

All International delegates through ISOCARP Head Quarters.

CURRENCY: handled in Euro, only.

Payments in other currencies cannot be accepted.

> All major credit cards are accepted: either through Paypal or via ISOCARP Head Quarters, handling costs excluded.

> Other payments: by Bank Transfer, by Western Union or by Bank Cheques\*

\* These payments have to be made in such a way, that necessary provisions are made so that no bank costs will

be charged to ISOCARP. Otherwise ISOCARP will have to charge these costs on the participant upon arrival. *All details (including transfer and account information) are indicated on the ISOCARP Invoice.*

**ISOCARP Bank Details**

Bank: ING Bank

Bank Address: P.O. Box 1800, 1000 BV Amsterdam, The Netherlands

Account name: ISOCARP-AIU-IGSRP. Address: P.O. Box 983, 2501 CZ The Hague, The Netherlands

Account number: 5415833

IBAN: NL64INGB0005415833

BIC/Swift: INGBNL2A

**Cancellation Policy**

- Notification of cancellation of registration must be sent in writing to the ISOCARP Secretariat (e-mail/fax)
- Cancellations received up to and including 30-07-09: 100% refund (transfer/ handling costs Euro 80)
- Cancellations received from 01/08–15/09/09: 70% refund (transfer and handling costs included)
- Cancellation received as per 16/09/09 and no show: no refunds.
- Possible refunds will be processed after the event.