



INTERNATIONAL  
CAMELLIA SOCIETY

2018 International Camellia Congress

# REGISTRATION FORM

Pre Congress Tour

CONGRESS

Post Congress Tour (2 choices)

21-25 March 2018 – Brittany, France

25-29 March 2018 – Nantes, France

29 March - 3 April 2018 –

Normandy OR South-West France – Paris, France



# Registration instructions

The registration procedure comprises three simple steps:

## 1. Booking

Complete the registration form (one per participant) and return it to the Congress Secretariat by e-mail (preferred) or by post.

E-mail address: [ICSCongress2018@salaun-holidays.com](mailto:ICSCongress2018@salaun-holidays.com) (please specify "ICS 2018 Registration" in the e-mail subject)

Address: SALAUN HOLIDAYS  
ICS 2018 CONGRESS  
1 quai Turenne  
44000 Nantes

The Registration Form comprises 4 main sections :

- 1) Congress registration (2 pages)
- 2) Pre Congress registration (1 page)
- 3) Post Congress registration (2 pages)
- 4) Registration conditions (2 pages)

To participate in the Pre Congress and/or Post Congress Tours it is compulsory to attend the Congress as well. It is important that you read the Registration Conditions and sign the registration form sections as required before submitting.

Do not send payment with the Registration Form.

Please pay only AFTER the receipt of payment form.

## 2. Confirmation

All registration applications will be processed by our system on a "first-come, first-served" basis. You will be sent confirmation of your booking, a payment form and payment instructions by the secretariat.

## 3. Payment

Full payment is required for definite registration. The provisional registration will be held for 2 weeks after confirmation (previous step). Upon receipt of your full payment, the secretariat shall send you a notification. This concludes the registration. After this process, a cancellation policy will be applied as detailed in the Registration Conditions.



# Registration Form

Please complete **ONE FORM PER PARTICIPANT** and use **CAPITAL LETTERS THROUGHOUT**

## Personal information

First Name: \_\_\_\_\_ Title: \_\_\_\_\_

Surname: \_\_\_\_\_

Badge Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone (Country/City code/Number): \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Please note: all confirmations/notifications will be sent by e-mail if an address is provided.**

Disability assistance needed NO  YES  please specify : \_\_\_\_\_

Special dietary needs NO  YES  please specify : \_\_\_\_\_

## Next of kin or contact in case of emergency

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

## Language

Native language: \_\_\_\_\_

(if not English) I understand English : YES  NO

Other languages: \_\_\_\_\_

## Privacy

Personal details will not be disclosed to third parties.

I do not wish my details to be included on participant lists

## I want to register for (please tick as appropriate and fill in the following sections accordingly)

PRE CONGRESS TOUR*	<input type="checkbox"/>	Wednesday to Sunday, 21-25 March 2018 – Brittany – France
CONGRESS	<input type="checkbox"/>	Sunday to Thursday, 25-29 March 2018 – Nantes, France
POST CONGRESS TOUR*	<input type="checkbox"/>	Thursday to Tuesday, 29 March – 3 April 2018 – Normandy – Paris, France
	<input type="checkbox"/>	<b>OR</b> South West France – Paris, France

\* The Organiser reserves the right to cancel any tour in case less than 30 delegates are registered.

Should the post-congress chosen by you be cancelled, do you accept to be registered on the other post-congress and pay additional charges (if necessary)  YES  NO



# Congress Registration

25-29 March 2018 – Nantes – France

Please read the entire form carefully ; sign and date it before you send it. PLEASE USE CAPITAL LETTERS THROUGHOUT

## Personal information

Surname: \_\_\_\_\_ First name: \_\_\_\_\_

E-mail: \_\_\_\_\_

## Registration fees (per person)

Hotel room selection will be managed on a "first-come first-served" basis. All prices include VAT.

### CONGRESS

Sunday evening to Thursday morning, 25-29 March 2018 – Nantes – France

Prices are per person and include hotel accommodation (25- 29 March) on a bed & breakfast basis, 3 lunches, a welcome cocktail on Sunday evening and the gala dinner (offered by the City of Nantes), 2 dinners (one is offered by Pépinières du Val d'Erdre), transportation (transfer airports excluded), participation in all congress sessions, coffee breaks, paper proceedings, program booklet, activities and visits as outlined in the Congress brochure.

	Before 30-09-2017	From 01-10-2017 until 30-11-2017	After 01-12-2017	Extra cost for a single room
Hotel 3*	<input type="checkbox"/> 860 €	<input type="checkbox"/> 890 €	<input type="checkbox"/> 920 €	<input type="checkbox"/> 200 €
Hotel 4*	<input type="checkbox"/> 965 €	<input type="checkbox"/> 995 €	<input type="checkbox"/> 1 025 €	<input type="checkbox"/> 280 €

Sharing accommodation with : \_\_\_\_\_

## Extra nights at the selected Congress hotel (per person)

	Twin/Double 3*	Single 3*	Twin/Double 4*	Single 4*
24 <sup>th</sup> March 2018	<input type="checkbox"/> 50 €	<input type="checkbox"/> 100 €	<input type="checkbox"/> 70 €	<input type="checkbox"/> 120 €
30 <sup>th</sup> March 2018	<input type="checkbox"/> 70 €	<input type="checkbox"/> 120 €	<input type="checkbox"/> 85 €	<input type="checkbox"/> 150 €

For enquiries please e-mail: [ICSCongress2018@salaun-holidays.com](mailto:ICSCongress2018@salaun-holidays.com)

Please pay only AFTER receipt of payment form

**I have read and I accept the registration conditions**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# Pre Congress Tour Registration

21-25 March 2018 – Brittany – France

**BRITTANY**

Please read the entire form carefully; sign and date it before you send it. PLEASE USE CAPITAL LETTERS THROUGHOUT

## Personal information

Name : \_\_\_\_\_

Surname : \_\_\_\_\_

E-mail : \_\_\_\_\_

## Registration fees (per person)

Hotel room selection will be managed on a "first-come first-served" basis. All prices include VAT.

### PRE CONGRESS TOUR

Wednesday afternoon to Sunday afternoon 21-25 March 2018 – Brittany - France

Prices are per person and include hotel accommodation (21-25 March) 4 nights on a bed & breakfast basis, 3 lunches, 2 dinners, transportation and all activities and visits as outlined in the program.

	Before 30-09-2017	From 01-10-2017 until 30-11-2017	After 01-12-2017	Extra cost for a single room
Hotel 3*	<input type="checkbox"/> 840 €	<input type="checkbox"/> 880 €	<input type="checkbox"/> 920 €	<input type="checkbox"/> 70 €
Hotel 4*	<input type="checkbox"/> 990 €	<input type="checkbox"/> 1 020 €	<input type="checkbox"/> 1 050 €	<input type="checkbox"/> 135 €

Sharing accommodation with : \_\_\_\_\_

On the arrival day (21st March), free transfers will be available from Brest Airport

Please specify your flight details (if already known) :

Please pay only AFTER receipt of payment form

**I have read and I accept the registration conditions**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# Post Congress Tour Registration

29 March – 3 April 2018 – Normandy – Paris – France

**NORMANDY**

Please read the entire form carefully ; sign and date it before you send it. PLEASE USE CAPITAL LETTERS THROUGHOUT

## Personal information

Name : \_\_\_\_\_

Surname : \_\_\_\_\_

E-mail : \_\_\_\_\_

## Registration fees (per person)

Hotel room selection will be managed on a 'first-come first-served' basis. All prices include VAT.

### POST CONGRESS TOUR

Thursday 29 March to Tuesday 3<sup>rd</sup> April – Normandy – Paris - France

Prices are per person and include hotel accommodation (29 March – 3 April) on a bed & breakfast basis, 5 lunches, 2 dinners, transportation and all activities and visits as outlined in the program.

	Before 30-09-2017	From 01-10-2017 until 30-11-2017	After 01-12-2017	Extra cost for a single room
Hotel 3*	<input type="checkbox"/> 1 270 €	<input type="checkbox"/> 1 310 €	<input type="checkbox"/> 1 350 €	<input type="checkbox"/> 370 €
Hotel 3* Superior room for the 3 nights in Paris	<input type="checkbox"/> 1 300 €	<input type="checkbox"/> 1 340 €	<input type="checkbox"/> 1 380 €	<input type="checkbox"/> 430 €

Sharing accommodation with: \_\_\_\_\_

Please pay only AFTER receipt of payment form

**I have read and I accept the registration conditions**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# Post Congress Tour Registration

29 March – 3 April 2018 – South-West-Paris – France

**SOUTH-WEST**

Please read the entire form carefully ; sign and date it before you send it. PLEASE USE CAPITAL LETTERS THROUGHOUT

## Personal information

Name: \_\_\_\_\_  
Surname: \_\_\_\_\_  
E-mail: \_\_\_\_\_

## Registration fees (per person)

Hotel room selection will be managed on a 'first-come first-served' basis. All prices include VAT.

### POST CONGRESS TOUR

Thursday 29 March to Tuesday 3<sup>rd</sup> April – South-Western – Paris - France

Prices are per person and include hotel accommodation (29 March – 3 April) on a bed & breakfast basis, 5 lunches, 1 dinner, transportation (fly to Paris on saturday included) and all admission costs to the sites and activities as outlined in the program.

	Before 30-09-2017	From 01-10-2017 until 30-11-2017	After 01-12-2017	Extra cost for a single room
Hotel 3*	<input type="checkbox"/> 1 520 €	<input type="checkbox"/> 1 550 €	<input type="checkbox"/> 1 580 €	<input type="checkbox"/> 385 €
Hotel 3* superior room for the 3 nights in Paris	<input type="checkbox"/> 1 550 €	<input type="checkbox"/> 1 580 €	<input type="checkbox"/> 1 610 €	<input type="checkbox"/> 455 €

Sharing accommodation with: \_\_\_\_\_

Please pay only AFTER receipt of payment form

**I have read and I accept the registration conditions**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# Registration Conditions

## 1. FORMS

The Registration Form must be completed and sent to the Congress Secretariat by e-mail (preferred) or by post.  
E-mail address : [ICSCongress2018@salaun-holidays.com](mailto:ICSCongress2018@salaun-holidays.com) (please specify 'ICS 2018 Registration' in the e-mail subject)  
Postal address : SALAUN-BOUTIQUE DES GROUPEES ICS CONGRESS 2018, 1 quai Turenne, 44 000 NANTES - FRANCE  
Standard services should be requested via the registration form. Additional services (e.g. stay extensions) should be requested at the same time as the registration form.

## 2. BOOKING

According to the services requested, the registration forms will be processed by the Congress Secretariat  
SALAUN BOUTIQUE DES GROUPEES  
1 quai Turenne  
44 000 NANTES - FRANCE  
[ICSCongress2018@salaun-holidays.com](mailto:ICSCongress2018@salaun-holidays.com)

The Secretariat will handle hotel accommodation for all participants according to the requirements and preferences stated in the registration forms. Hotel reservation is subject to availability and the hotel rooms will be allocated on a "first come, first served" basis. In case the chosen hotel is fully booked, a similar-standard option will be offered if available.

The Secretariat will send back booking confirmation(s) along with payment form(s) and instructions. Registration will be considered provisional and held for up to two weeks awaiting payment. Payment should be made within this period ; if not, the registration may no longer be considered.

## 3. FEES

Fees are per person and include:

**Congress** : hotel accommodation (25-29 March) on a bed & breakfast basis, a welcome cocktail, 3 lunches and 3 dinners (including gala dinner), excluding beverages, transportation (excluding airport transfers), access to all congress sessions, coffee breaks, paper proceedings, program booklet, activities and visits as outlined in the Congress program.

**Pre Congress Tour** : hotel accommodation (21-25 March) on a bed & breakfast basis, 3 lunches and 2 dinners, excluding beverages, transportation and admission costs to the sites and activities outlined in the program.

**Post Congress Tour** : hotel accommodation (29 March – 3 April) on a bed & breakfast basis, 5 lunches and 1 dinner (south West) or 2 dinners (Normandy), excluding beverages, transportation and admission costs to the sites and activities outlined in the program.

The fees do not include items of personal nature such as room service, mini-bar, telephone calls or meals or beverages other than those specified in the congress/tour brochures.

## 4. PAYMENT

Detailed payment instructions, along with appropriate Payment Forms, will be sent to the designated e-mail address upon receipt of the registration form. Bank transfer is considered the standard method of payment.

Bank : CIC

Account Name : LA BOUTIQUE DES GROUPEES

IBAN : FR76 3004 7140 7800 0200 1740 121

Swift Code (BIC) : CMCIFRPP

Credit card payments will also be possible. For security reasons, the organisers will not accept cash payments or responsibility for money received without its corresponding registration form.

All payments must be **in euros (EUR) (€)** and all bank charges must be paid by the transmitter. The participant and the services the amount refers to must be clearly identified (e.g. "2018 ICS Pre Congress Tour/participant name"), regardless of the method of payment chosen.

Payment notification(s) will be sent upon receipt of payment for all the requested services. Payment notifications constitute valid hotel and registration vouchers.





## 5. CANCELLATION POLICY

All changes or cancellations must be addressed in writing, by post or email, to the corresponding secretariat. The following table defines the refund policy according to the day of cancellation. This is taken to be the day when written confirmation of cancellation arrives at the Secretariat.

Full refund(*)	50% refund(*)	No refund
until 01-11-2017	2-11-2017 to 15-12-2017	after 15-12-2017

(\*) deducted of all bank charges incurred and a **100 € per person** handling fee.

Cancellation reimbursements will take place after the cancelled event (Pre Congress Tour, Congress or Post Congress Tour). Participants are responsible for arranging their own travel and trip-cancellation insurance.

## 6. TRAVEL DOCUMENTS

Participants are responsible for arranging all necessary travel documents (e.g. passports). In particular, they should ascertain whether they are required visas to travel to France.

## 7. LUGGAGE AND PERSONAL BELONGINGS

These will be at all the times at each participant's risk ; the organisers cannot be held responsible for any loss, damage or accident to any luggage or property whatsoever.

## 8. INSURANCE

Participants are responsible for arranging their own travel and trip-cancellation insurance. Cover for medical treatment, repatriation and loss of property must be included.

The organisers do not accept liability for any loss or additional expenses caused by delay or interruption to travel services through weather conditions (such as fog), civil disturbance, strikes, wars, floods, sickness or any circumstances amounting to Force Majeure.

## 9. PROGRAM CHANGES

If the organisers feel the need to change the **program** due to conditions beyond their control or weather conditions, the participants will be immediately notified. The organisers reserve the right to amend any part of the **program**. Any situation which makes conditions unsafe or uncomfortable may result in changes to the **program**.