



## International Christian Maritime Association

*10<sup>th</sup> World Conference  
19 to 23 August 2011  
Hamburg*

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Document 3a/ICMA10

### Conference Fees for ICMA Members

*Please read this notice carefully. It explains how much the conference will cost you.*

1. Hamburg costs for ICMA member organisations:

Not including your travel expenses to Hamburg, you have to pay:

- 480 Euro per person for shared double accommodation
- 520 Euro per person for single accommodation.

This will include

- Accommodation in a single or double room (your choice, with 40 Euro extra for the single room)
- from your arrival for lunch on 19 August
- up to and including your departure after lunch on 23<sup>rd</sup> August.
- All rooms have own bathroom and TV.
- All the conference meals and refreshments are included.
- Use of the conference facilities at the hotel is included
- Travel ticket for public transport in Hamburg is included
- Conference excursion, receptions and guided city tour (walking) is included

The Conference fee does not include

- Travel to and from Hamburg
- Extra nights' accommodation (if you would like to arrive earlier or stay longer, you will pay for the extra nights yourself over and above the conference fee. See Document "5 Extra nights")
- Any additional refreshments or meals and any other expenses (like phone calls from the hotel room phone) will be for your own account. You will be expected to pay for these expenses at check-out.

2. Deposit deadline 28 February 2011:

You must please pay at least 100 Euro as a deposit into the bank account of ICMA before 28 February 2011.

If you cancel your booking for the conference, the deposit will not be paid back to you.

If you have registered but you do not attend the conference, you will have to pay for the expenses.

3. Final payment deadline 30 June 2011:

It is preferred that you make one payment for the whole conference fee before 28 February 2011. If you can pay only the deposit by that date, please make the final payment of the balance (380 Euro for shared accommodation, 420 Euro for single accommodation) to ICMA before 30 June 2011.

If you have registered but you do not attend the conference, you will have to pay for the expenses.

4. Subsidies for ICMA member personnel:

If you work for an ICMA member society, and you live and work in the developing world, you may qualify for a subsidy. If you want to know more about subsidies that are available to ICMA members, send an e-mail to [icma.world@btconnect.com](mailto:icma.world@btconnect.com) and write in the "Subject" line: "Subsidy" You will then receive Document "4 Subsidies for ICMA members" to see if and how you may apply for support.

Please register and pay at least 100 Euro to ICMA before 28 February 2011 even if you want to apply for a subsidy.

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### **In short, this is what you have to do now:**

- a. Please pay to the ICMA bank account in London at least 100 Euro deposit before 28 February 2011
- b. Please pay for shared accommodation: 480 Euro (100 Euro deposit + 380 Euro) before 30 June 2011, OR
- c. Please pay for single accommodation: 520 Euro (100 Euro deposit + 420 Euro) before 30 June 2011

**Use these banking details for all payments to ICMA:**

- Beneficiary: ICMA
- Beneficiary address: Herald House, 15 Lambs Passage, London EC1Y 8TQ, U. K.
- ICMA banking account number: 22140283
- Bank name: Royal Bank of Scotland
- Sort Code (Bank branch number): 15-10-00
- Bank branch name: London City
- Bank branch address: Threadneedle Street, London EC2R 8LA,
- Bank Identification Code (BIC) : RBOSGB2L
- IBAN : GB44RBOS15100022140283

- d. Please send us a notice of your payment to [icma.world@btconnect.com](mailto:icma.world@btconnect.com)
  - e. Apply at your local German consulate for a Schengen visa if you come from outside the European Union
  - f. Make your own flight bookings as soon as possible
  - g. Apply for a subsidy before 28 February 2011 (See "4 Subsidies for ICMA Members")
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