

International Research Group on Wood Preservation

35th Annual Meeting

REGISTRATION INFORMATION PACKAGE



IRG 35

6 - 10 June 2004

L j u b l j a n a
S l o v e n i a



IRG 35

6-10 June 2004

Ljubljana
Slovenia

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TRAVEL

Please do check if you need a visa for Slovenia!

Additional info for traveller info: miha.humar@bf.uni-lj.si

GENERAL INFORMATION ABOUT SLOVENIA

SLOVENIA YOUR HOST COUNTRY

Slovenia is a relatively small country, half the size of Switzerland, tucked into a mountainous corner between Austria, Italy, Hungary, Croatia, and the Adriatic Sea. Everything in Slovenia is in abundance: the majestic Alps with their glacial valleys, rivers, and lakes, plenty of forests, mysterious underground caves, the warm Adriatic. From the steep slopes of the Alps, the world of olives and vineyards can be reached in less than three hours. Slovenia's natural features and cultural and historical sites offer plenty of options for an enjoyable holiday.

You can explore the underground world of grottoes, walk in the clean mountain air of the Triglav National Park, climb the peaks of the Julian Alps, admire medieval treasures of old cities and towns and enjoy their museums, concerts, international festivals, fairs, and events, or play on spectacular golf courses. Try your luck in casinos, enjoy the culinary arts and wines of Slovenia.

The contrasts of Slovenia's landscape surprise first-time visitors, all within the country's 20,273 square kilometres. About fifty kilometres from the capital, Ljubljana, lie the Julian Alps, where fairy-tale Lake Bled glistens; the Postojna Caves, the largest in Europe, are 35 minutes' drive from the capital on a modern expressway; and Portorož, a sunny seaside resort, is just 100 kilometres from Ljubljana.



Slovenia in brief

Area	20,256 km ²
Forest area	60 %
Population	2 million
Capital	Ljubljana (population 330 000)
Language	Slovene
Religion	Roman Catholic (82 %)
Political system	Multiparty Parliamentary Democracy
GDP (2002)	10 000 EUR per capita

For further information about Slovenia visit: <http://www.slovenia-tourism.si/?home=0&lng=2>

GENERAL INFORMATION ABOUT LJUBLJANA

LJUBLJANA YOUR HOST CITY

Ljubljana, attractive medieval capital of the Republic of Slovenia, is very cosmopolitan. The city is dominated by an ancient castle and adorned with baroque churches and classical public buildings. The city has a unique market place and an attractive artistic life, especially in the domain of the performing arts; an international festival is held here every summer.

The Ljubljana Philharmonic Society was founded in 1702 and has the honour of having Beethoven as an honorary member. Nowadays cultural events and performances take place also in the Slovene National Theatre, in several other theatres, at the Opera House, at Cankarjev dom (Cultural and Congress Centre), in open-air summer stages and courtyards of the historic town.

Ljubljana is a good starting point for excursions and travel around the country: to Postojna caves, to the lakes Bled and Bohinj, to Lipica, where famous white Lippizaner horses are born, to Slovene wine routes and vineyards, producing wines since Roman times, to skiing resorts at one hour distance, etc. So make Ljubljana your base and explore all the attractions of Slovenia, since there are hotels of all categories available.

For further information about Ljubljana visit: http://www.ljubljana-tourism.si/index.cgi?set_lang=us or http://www.slovenia-tourism.si/?_ctg_regije=11&lng=2.

TIC LJUBLJANA TOURIST INFORMATION CENTRE

Stritarjeva cesta

SI-1000 Ljubljana

Slovenia

Phone: +386-1-306-1215

Fax: +386-1-306-1204

E-mail: pcl.tic-lj@ljubljana.si

Web site: http://www.ljubljana-tourism.si/index.cgi?set_lang=us

CANKARJEV DOM (CD) - YOUR CONGRESS VENUE

The driving force behind the Ljubljana city's culture, art, and congress activities is Cankarjev dom, a multi-purpose centre with some 36,000 m² of event space. It was opened in 1980 and can accommodate up to 5,000 visitors altogether at the same time in the halls providing seating for as few as 20 and up to as many as 1,600 visitors. It also offers 3,800 m² of exhibition space, and has banquet facilities for a maximum of 1,200 guests. Annually nearly 250 national and international congresses and convention-related events are hosted.

The Cankarjev dom Cultural and Congress Centre is located in the very centre of Ljubljana within walking distance of all major hotels, shops, restaurants and main sights in the city.

Web site: http://www.cd-cc.si/_Cankarjev_Dom/english
CD Congress Agency: http://www.cd-cc.si/_Cankarjev_Dom/kongres/uk_index.php

LOCAL INFORMATION

www.matkurja.com/eng/country-info

Climate and clothing

Ljubljana has a central European climate. The weather is generally pleasant in the beginning of June, with an average daily temperature of 24 °C, and possible maximum temperatures around 30 °C. Anyway, a jacket is advisable for the cooler evenings. Please do not forget your umbrella and raincoat, as it is possible to get rainfall.

Currency and Banking

The Slovene currency is the SIT (Slovene Tolar). 1 EUR is approximately equivalent to 238 SIT. Unlimited amounts of foreign currency in cash, cheques etc. may be brought into the country and need not to be declared on entry.

Foreign currency may be exchanged at banks, exchange offices, travel agencies, hotels, and the airport and railway stations. All major credit cards, such as MasterCard/Euro card, Visa, American Express etc., are accepted in most hotels, restaurants and shops.

Banknote dispensers-ATM (Automatic Transaction Machines)

Banknote dispensers, which enable cash withdrawal by credit cards, are situated at main banks in Ljubljana and at the Ljubljana Airport (Brnik) as well. The nearest banknote dispenser to the Congress Centre is at the main entrance to Maximarket department store which is located 50 metres from the congress centre. Cash may be withdrawn with the following credit cards: Visa, Euro card/MasterCard and American Express.

Local transportation

Regular transport services in Ljubljana function from 05:00 hours to 23:00 hours. Bus fares are paid by cash on buses or by plastic tokens (žeton) available at a reduced price in the Post Office. All bus fares are identical in payment regardless of the distance travelled.

Taxis

A taxi service is available day and night.
Taxis may be booked by telephoning: 9700, 9701, and 9702.

Car parking

It is very difficult to find parking in the city centre. We recommend you to use car parking outside the centre and use the bus transport instead. Car parking with limited number of places are available close to the Congress Center in Trg Republike square parking lot at the cost of 12 EURO /day.

Shopping

Most shops in the City Centre are open continuously from 09.00 to 19.00 h and closed on Saturday after 13.00 h.

Electricity

220-230V
- [Outlet](#)

Health insurance

All participants are advised to insure against any medical expenses, accidents and damage to private property, since the Local Organising Committee cannot be held responsible for any such problem.

TRAVEL

How to get to Ljubljana

Ljubljana is easily accessible by all means of transport.

Travelling by plane

- Ljubljana international [Airport Brnik](#), situated 25 km northwest of the city is connected with all major European cities and airports. [Adria Airways](#) is the Slovene national air carrier that has links and associations with British Airways, Lufthansa, Austrian Airlines, Air France, Air Italia and other major international airline carriers.
- For intercontinental flights we recommend a connected flight via Frankfurt, Munich, Zurich, Vienna, London, or Paris.

Transfer from Airport to Ljubljana

Taxi and public transport (bus) from Ljubljana Airport to the City is regularly available on a daily basis. Approximate price for taxi is about 30 to 40 EUR and for bus transfer 5 EUR per person (+386 41 792 865).

Other neighbouring international airports

Austria (Klagenfurt, 79 km or Graz, 160 km)

Croatia (Zagreb, 135 km)

Italy (Trieste, 120 km)

Travelling with the low fares Airlines (Ryanair, Go, Easy jet ...)

The closest airports to Ljubljana are Graz, Klagenfurt, Trieste and Venice.

Travelling by train

Ljubljana can be reached by train from all major European cities via Munich, Vienna, Graz, Zagreb, Trieste and Budapest.

Travelling by motorway

From the North:	Austria - Klagenfurt 79 km, Graz 160 km, Vienna 387 Germany - Munich 390 km
From the East:	Hungary - Budapest 491 km
From the Southeast:	Croatia - Zagreb 135 km
From the West:	Italy - Trieste 90 km, Venice 220 km, Milan 520 km



IRG 35

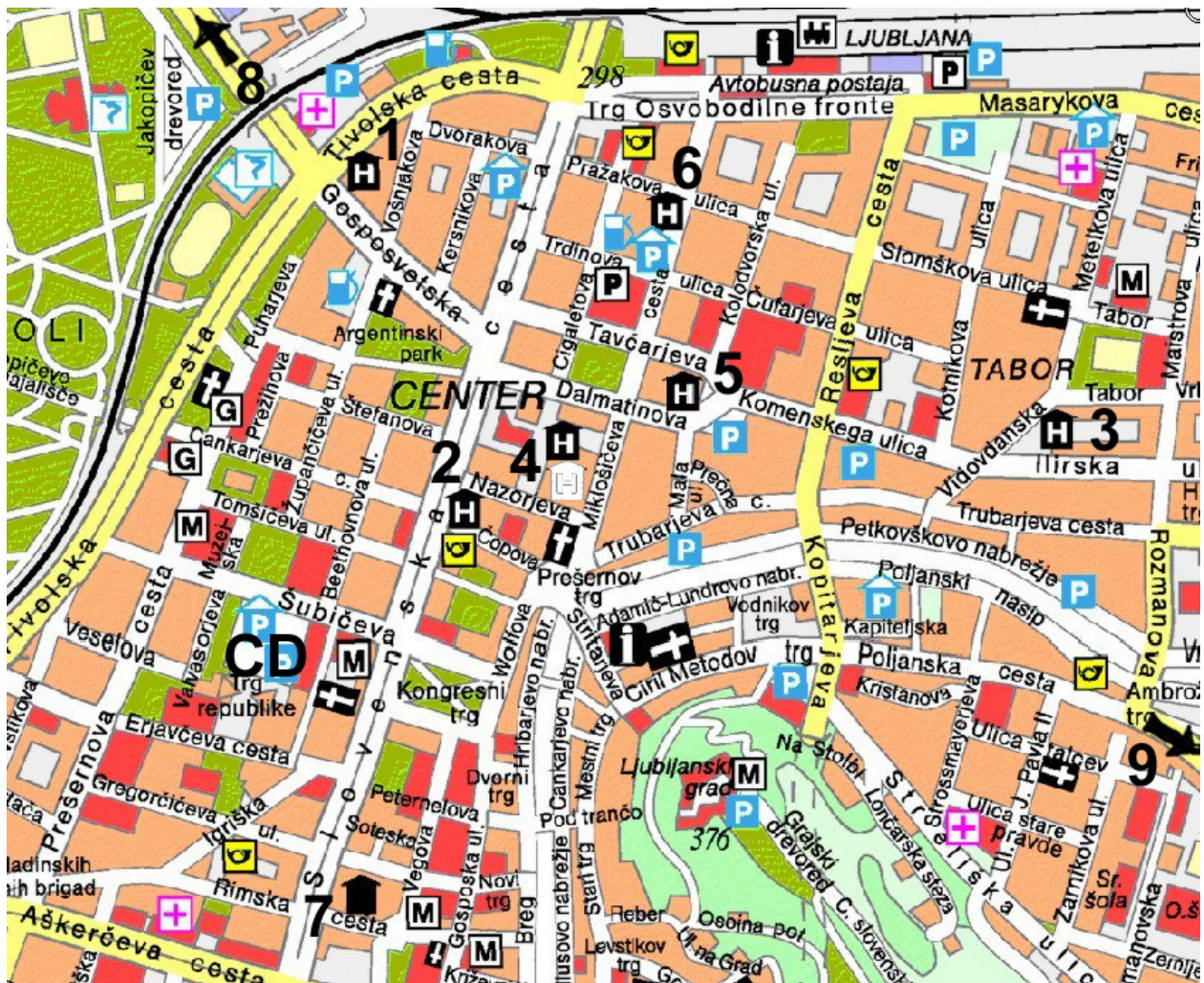
6-10 June 2004

Ljubljana
Slovenia

ACCOMMODATION

Local organiser holds allocations at different hotels. All hotels are within walking distance from the Congress Centre (CD), except M Hotel and Bit Center. Local organiser strongly recommends Hotel Lev and Hotel Slon. Exact hotel rates for different categories are stated in the description of each hotel.

For student accommodation contact Local Organiser to mail borut.kricej@bf.uni-lj.si.



City Map of Ljubljana

- | | |
|-----------------------|------------------------|
| 1 - Hotel Lev | 6 - Astral Hotel |
| 2 - Hotel Slon | 7 - Gostišče pri Mraku |
| 3 - Hotel Park | 8 - M Hotel |
| 4 - Grand Hotel Union | 9 - Bit Center |
| 5 - Hotel Turist | CD - CONGRESS CENTRE |

HOW TO BOOK

Hotel reservations must be made by completing and returning the **FORM B** to selected Hotel, no later than the date specified for each Hotel separately. The number of rooms available for the Congress is limited and accommodation cannot be guaranteed after this date. If there are no more vacancies in the Hotel of your choice, we will do our best to find an alternative.

FORM B: Hotel Reservation for Delegates and Companions (MS Word Format, Adobe Reader Format)

Other Links:

- [Adobe Reader free download](#)

To secure your accommodation, register early!

Reservation without Hotel confirmation is not valid!

CANCELLATIONS

Cancellation details are specified for each Hotel separately. All cancellations must be sent in writing to Hotel (mail or fax). It is advised to get a confirmation of cancellation from the Hotel.

Additional info for Hotel accommodation: borut.kricej@bf.uni-lj.si



Address	HOTEL LEV Vošnjakova ulica 1 SI-1000 Ljubljana Tel.: +386 1 231 72 71 Fax: +386 1 434 33 50
Category	5*
Distance from CD	10 min of walking distance
Facilities for handicapped	Yes
Prices per night	Single standard room: 154 EUR* Double standard room: 180 EUR* Handicapped single room: 160 EUR* *Included: American breakfast, city tax (0.7 EUR) and VAT 8.5 %
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 434 33 50 By e-mail: reservation@hotel-lev.si
Registration deadline	5 April 2004

Reservation confirmation Credit card details needed

Cancellations 0 % charge if cancelled 30 days prior to arrival
100 % charge if cancelled 29 days prior to arrival

Short description

The Hotel Lev Ljubljana, the only 5* hotel in Ljubljana, is located in the centre and business district of Ljubljana, just five minutes walk from the major sightseeing attractions, the old town and the fairgrounds and is easily accessible from all major highways. The Hotel offers a limousine pick-up service from the airport (payable).

The Hotel Lev Ljubljana boasts 173 lavishly appointed guestrooms offering the latest in comfort and technological conveniences. Catering for the increasing demands of both business and leisure travellers, the following amenities are standard equipment in all the rooms: air-conditioning, electronic locks, smoke detectors and sprinklers, remote control TV, movie channel, cable TV with radio channel, videotext and programmable wake-up call, mini-bar, telephone with data port for modem and direct-dial line, double-glass windows, bathtub (in all bathrooms except rooms for the disabled), cosmetic mirror, additional telephone in bathroom, hairdryer and bathrobe.



Address **HOTEL SLON d.d. LJUBLJANA**
Slovenska cesta 34
SI-1000 Ljubljana
Tel.: +386 1 470 11 00
Fax: +386 1 251 71 64

Category 4*

Distance from CD 5 min of walking distance

Facilities for handicapped	No
Prices per night	Single room: 106 EUR* Double room: 155 EUR* *Included: breakfast, city tax (0.7 EUR) and VAT 8.5 %
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 251 71 64 By e-mail: sales@hotelslon.com
Registration deadline	5 May 2004
Reservation confirmation	Credit card details needed.
Cancellations	0 % charge if cancelled 1 day prior to arrival

Short description

HOTEL SLON / BEST WESTERN PREMIER is situated in the centre of Ljubljana within walking distance from the tourist sights of the city or to congressional and business buildings. This four star hotel with 171 rooms and its own convention centre is part of the Best Western world chain. Hotel features: cafe, confectionery, 3 restaurants (Mediterranean, Italian and national), delicatessen shop, souvenir shop, goldsmith's shop and sauna with whirlpool. Guest room features: SAT TV, mini bar, safe deposit box, ISDN telephone, hairdryer, air-conditioning and in-room coffee/tea maker.



Address	TABOR LJUBLJANA, d.d. PC HOTEL PARK Tabor 9 SI-1000 Ljubljana Tel.: +386 1 433 13 06 Fax: +386 1 433 05 46
Category	1* and 2*
Distance from CD	10-15 min of walking distance

Facilities for handicapped	No
Prices per night	Single room: 49 EUR* Double room: 63 EUR* *Included: breakfast, city tax (0.7 EUR) and VAT 8.5 %
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 433 05 46 By e-mail: hotel.park@siol.net
Registration deadline	6 April 2004
Reservation confirmation	Credit card details needed
Cancellations	0 % charge if cancelled 1 day prior to arrival

Short description

The hotel is situated in the quiet central part of the town surrounded by parks. It has a capacity of 109 rooms with 195 beds, each room has a shower, a toilet and a telephone. The rooms are single and double. Each ** room is equipped with a TV set, some of them containing a minibar. There are also a restaurant, an exchange office, a general practitioner, a dentist and a beautician in the hotel. In the vicinity (about 100m away) there are also tennis, handball and basketball facilities. The hotel is 800m away from the railway and bus station as well as from the bus stop link with the airport terminal, 300m away from the Hospital Clinics and 1200m from the Ljubljana Fair. The prices for the services are competitive.





GRAND HOTEL UNION

Address	GRAND HOTEL UNION, d.d. Miklošičeva 1 SI-1000 Ljubljana Tel.: +386 1 308 12 70 Fax: +386 1 308 19 08
Category	4*
Distance from CD	10 min of walking distance
Facilities for handicapped	Yes
Prices per night	EXECUTIVE single room: 144 EUR* EXECUTIVE double room: 184.5 EUR* EXECUTIVE double room / single use: 157.5 EUR* EXECUTIVE handicapped single room: 144 EUR* BUSINESS single room: 135.9 EUR* BUSINESS double room: 171 EUR* BUSINESS double room / single use: 148.5 EUR* BUSINESS handicapped single room: 135.9 EUR *Included: breakfast and VAT 8.5 %; Not included: city tax (0.7 EUR)
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 308 19 08 By e-mail: martina.marusic@gh-union.si
Registration deadline	15 April 2004
Reservation confirmation	Credit card details needed
Cancellations	0 % charge if cancelled 3 days prior to arrival, otherwise 1 night deposit will be charged

Short description

Grand Hotel Union consists of two connected parts: Executive and Business part. Located in a quiet part of the city centre – business district of Ljubljana. Hotel rooms furnishing includes: bathrooms with bath or shower, air conditioning, TV (movie channel on cable), mini bar, safe deposit box, trouser press, hairdryer, bathrobes and slippers. Executive rooms are designed in Art-Nouveau style, deluxe rooms have wider beds, bigger working desks and direct Internet access; business rooms are

designed in modern style, are big in size, have bidet in bathroom and are located closer to leisure facilities (indoor swimming pool, fitness centre, sauna, massage).



cityHOTEL
L U B L J A N A

Address

HOTEL TURIST d.d.
Dalmatinova 15
SI-1000 Ljubljana
Tel.: +386 1 234 91 33
Fax: +386 1 234 91 40

Category

3*

Distance from CD

10 min of walking distance

Facilities for handicapped

Yes

Prices per night

Single room: 90 EUR*

Double room: 130 EUR*

Handicapped double room: 130 EUR*

*Included: breakfast, city tax (0.7 EUR) and VAT 8.5 %

Registration

RESERVATION FORM (MS Word Format, Adobe Reader Format)

By fax: +386 1 234 91 40

By e-mail: info@hotelturist.si

Registration deadline	1 April 2004
Reservation confirmation	Credit card details needed
Cancellations	0 % charge if cancelled 1 day prior to arrival

Short description

Hotel Turist is located in the heart of the city. All rooms are renovated (private toilet facilities, hairdryer, radio, cable TV, direct phone line, internet access from the room). Laptop can be borrowed at the reception desk. Cyber cafe (internet point) is in the hotel lobby. Hotel also has rooms for disabled persons.

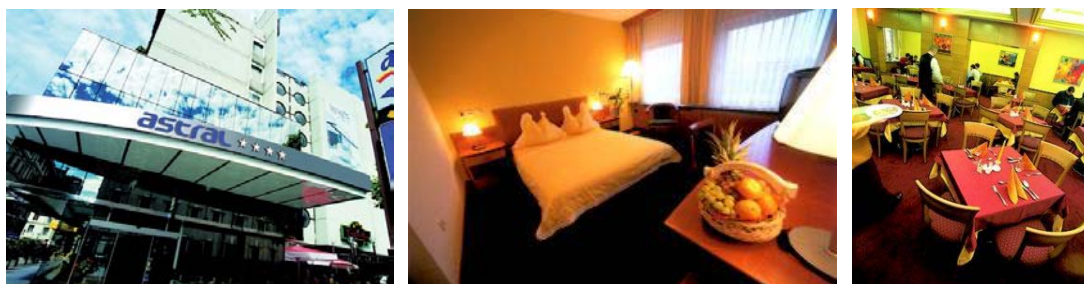


Address	ASTRAL HOTEL Miklošičeva 9 SI-1000 Ljubljana Tel.: +386 1 308 12 70 Fax: +386 1 308 19 08
Category	4*
Distance from CD	10-15 min of walking distance
Facilities for handicapped	No

Prices per night	Single room: 129 EUR*
	Double room: 170 EUR*
	Double room / single use: 140 EUR*
	*Included: breakfast and VAT 8.5 %; Not included: city tax (0.7 EUR)
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 308 19 08 By e-mail: martina.marusic@gh-union.si
Registration deadline	15 April 2004
Reservation confirmation	Credit card details needed
Cancellations	0 % charge if cancelled 3 days prior to arrival, otherwise 1 night deposit will be charged

Short description

Hotel Astral is located in the city centre, an easy stroll from the bus and railway stations, 500 m from the exhibition centre and the old town. A car park is available nearby. Hotel has 71 rooms and 3 apartments equipped with cable and pay TV, direct phone, socket for internet connection next to writing desk, minibar, safe, bathroom with shower or bath and hairdryer, non-smoking rooms, all rooms air-conditioned with in room control. E-Office in reception, Franky's bar.



Address	GOSTILNA PRI MRAKU Rimska 4 SI-1000 Ljubljana Tel. +386 1 421 96 00 Fax. +386 1 421 96 55
Category	3*
Distance from CD	5 min of walking distance

Facilities for handicapped	No
Prices per night	Single room: 56.7 EUR* Double room: 94.5 EUR* Double room / single use: 69.2 EUR* *Included: breakfast and VAT 8.5 %; Not included: city tax (0.7 EUR)
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 421 96 55 By e-mail: mrak@daj-dam.si
Registration deadline	30 April 2004
Reservation confirmation	Credit card details needed
Cancellations	0 % charge if cancelled 10 days prior to arrival

Short description

The "Pri Mraku" guesthouse has a long tradition. We are proud to be able to tell our guests that the name "Pri Mraku" dates back to 1916, and that we are also proud to maintain a tradition of hostelry of more than 150 years. Today the restaurant at "Pri Mraku" has a wide choice of dishes and fine wines, which can satisfy the most demanding guests. 6 dining-rooms are available, and in the summer the garden area can be used, which has an impressive vine estimated to be 200 years old.

The "Pri Mraku" guesthouse has 30 comfortable hotel rooms for overnight stays. All rooms have been completely refurbished and satisfy the criteria for a three-star hotel. Each room has a bathroom with shower, as well as Cable TV, a clock-alarm radio, a telephone with direct dialling, internet access, a hair-dryer, and a safe. One quarter of the rooms have air-conditioning.





Address	M HOTEL Derčeva 4 SI-1000 Ljubljana Tel.: + 386 1 513 70 00 Fax: + 386 1 519 30 48
Category	3*
Distance from CD	1.5 km from the city centre, 25 min of walking distance, local transport recommended (city buses no. 1, 3, 5, 7, 8, 15)
Facilities for handicapped	Yes (2 single rooms, additional bed available)
Prices per night	Single room: 77 EUR* Double room: 110 EUR* Handicapped single room (single use): 57 EUR* Handicapped single room (with extra bed): 83 EUR* *Included: breakfast, city tax and VAT
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: + 386 1 519 30 48 By e-mail: info@m-hotel.si
Registration deadline	12 May 2004
Reservation confirmation	Credit card details needed (also as guarantee of payment on arrival)
Cancellations	0 % charge if cancelled 2 days prior to arrival

Short description

Rooms are equipped with everything that may be nowadays required by a demanding hotel guest. Some rooms have a PC connection and access to Internet. All rooms have a minibar, CATV as well as direct-dial phone (ISDN), so your family or colleagues can contact you directly without hotel telephone operator intervention. With 40 beds in the special length of 220 cm care has been taken also for the comfort of a little taller guests. Rooms are for (non)smoker.





Address	BIT CENTER Litjiska 57 SI-1000 Ljubljana Tel.: +386 1 548 00 55 Fax: +386 1 548 00 56
Category	1*
Distance from CD	2.5 km from the city centre, local transport recommended (city buses no. 5, 9, 13)
Facilities for handicapped	No
Prices per night	Single room: 32 EUR* Double room: 47 EUR* *Included: breakfast, city tax (0.7 EUR) and VAT 8.5 %
Registration	RESERVATION FORM (MS Word Format, Adobe Reader Format) By fax: +386 1 548 00 56 By e-mail: bit-center-hotel@siol.net
Registration deadline	15 April 2004
Reservation confirmation	-
Cancellations	-

Short description

Hotel has 37 single, double or triple bedrooms - in total 100 beds. All rooms are equipped with SAT TV, WC and shower. All hotel guests have 50% discount on sport facilities and sauna, possibility of internet access, solarium, hand massage and in summer free outside swimming pool.





IRG 35 ANNUAL CONFERENCE ORGANISATION

SCIENTIFIC PROGRAMME COMMITTEE

Chairman	Dr Jeffrey J Morrell jeff.morrell@orst.edu	Oregon State University USA
Members	Dr Alex R Valcke avalcke@janbe.jnj.com	Janssen Pharmaceutica NV Belgium
Section 1 <i>Biology</i>	Dr Robin Wakeling robinw@primaxa.co.nz	Primaxa New Zealand
	Dr Frederick Green III fgreen@fs.fed.us	Forest Products Laboratory, Madison USA
Section 2 <i>Test Methodology and Assessment</i>	Dr Ina Stephan ina.stephan@bam.de	BAM Germany
	Ms Isabelle Le Bayon isabelle.lebayon@ctba.fr	CTBA France
Section 3 <i>Wood Protecting Chemicals</i>	Dr Gareth R Williams gwilliams@archchemicals.com	Arch Chemicals USA
	Dr Jeff Lloyd jeffl@niscuscorp.com	Niskus Corporation USA
Section 4 <i>Processes and Properties</i>	Dr Joris Van Acker joris.vanacker@rug.ac.be	Ghent University Belgium
	Dr Koichi Yamamoto koichi@ffpri.affrc.go.jp	Forestry and Forest Products Research Institute Japan
Section 5 <i>Environmental Aspects</i>	Dr Gérard Deroubaix gerard.deroubaix@ctba.fr	CTBA France
	Prof Dr D Pascal Kamdem kamdem@msu.edu	Michigan State University USA
Secretary	Mr Jöran Jermer irg@sp.se	IRG Secretariat Sweden

ORGANISING COMMITTEE

Chairman	Dr Franc Pohleven franc.pohleven@bf.uni-lj.si	Host Institution
Chairman Deputy	Dr Marko Petrič marko.petric@bf.uni-lj.si	Host Institution
Members	Dr Miha Humar miha.humar@bf.uni-lj.si	Host Institution
	Dr Črtomir Tavzes crtomir.tavzes@bf.uni-lj.si	Host Institution
	Mr Gregor Rep gregor.rep@bf.uni-lj.si	Host Institution
	Mr Matjaž Pavlič matjaz.pavlic@bf.uni-lj.si	Host Institution
	Mr Miro Tomažič miro.tomazic@bf.uni-lj.si	Host Institution
	Mrs Andreja Klinar andreja.klinar@bf.uni-lj.si	Host Institution
	Mr Borut Kričej borut.kricej@bf.uni-lj.si	Host Institution
	Mr Slavko Rudolf slavko.rudolf@bf.uni-lj.si	Host Institution
	Mrs Karin Keber karin.keber@cd-cc.si	Cankarjev dom Cultural and Congress Centre Slovenia
	Mrs Mateja Peric mateja.peric@cd-cc.si	Cankarjev dom Cultural and Congress Centre Slovenia

STEERING ORGANISATION

International Research Group on Wood Preservation

Contact person: [Mr Jöran Jermer](#)

IRG Secretariat

Drottning Kristinas väg 33 A

SE-100 44 Stockholm

Sweden

Phone: +46 8 10 14 53

Fax: +46 8 10 80 81

E-mail: irg@sp.se



LOCAL AND TECHNICAL ORGANISER

Društvo za zaščito lesa Slovenije

Contact person: Dr Franc Pohleven
Rožna Dolina, Cesta VIII/34
SI-1000 Ljubljana
Slovenia
Phone: +386 1 423 11 61
Fax: +386 1 257 22 97
E-mail: franc.pohleven@bf.uni-lj.si



HOST INSTITUTION AND TECHNICAL ORGANISER

University of Ljubljana Biotechnical Faculty Department of Wood Science and Technology

Contact person: Dr Franc Pohleven
Rožna Dolina, Cesta VIII/34
SI-1000 Ljubljana
Slovenia
Phone: +386 1 423 11 61
Fax: +386 1 257 22 97
E-mail: franc.pohleven@bf.uni-lj.si



TECHNICAL ORGANISER

CANKARJEV DOM, Cultural and Congress Centre

Contact person: Mrs Karin Keber, Project Manager
Prešernova 10
SI-1000 Ljubljana
Slovenia
Phone: +386 1 241 71 44
Fax: +386 1 241 72 96
E-mail: karin.keber@cd-cc.si





IRG 35

6-10 June 2004

Ljubljana
Slovenia

THE CONFERENCE

REGISTRATION DESK

WELCOME RECEPTION

SCIENTIFIC PROGRAMME

POSTER PRESENTATIONS

GUIDELINES: PAPERS, POSTERS AND PRESENTATIONS

COMPANIONS PROGRAMME AND PRE- AND POST- TOURS

WEDNESDAY EXCURSION

EXHIBITION

BANQUET

MEAL PACKAGE

DEADLINES

REGISTRATION DESK

The Registration desk will be open at the [Congress Centre \(map\)](#) on Sunday, the 6th of June, from 16.00 to 18.00 and then every morning from 8.00 to 9.00.

WELCOME RECEPTION

The Welcome Reception will be held on Sunday evening 6 June at 19.00. The location will be announced at the Registration desk.

SCIENTIFIC PROGRAMME

The Scientific programme will consist of keynote presentations, working party sessions, main section sessions and a plenary meeting. The main sections cover biology, test methodology and assessment, wood protecting chemicals, wood preserving processes and environmental aspects.

The structure of the meeting is shown in the figure below. The detailed programme will be prepared by the IRG Scientific Programme Committee and will be available on the IRG website on 1 May 2004 at the latest.

Sunday 6	Monday 7	Tuesday 8	Wednesday 9	Thursday 10
	08.30-10.00 Opening Plenary session	08.30-10.00 Session	08.30-10.00 Session	08.30-10.00 Session
10.00-10.30 Coffee/tea				
16.00-18.00 Registration	10.30-12.00 Key-note presentations	10.30-12.00 Session	10.30-12.00 Session	10.30-12.00 Session
	12.00-13.30 Lunch		12.30 Excursion	12.00-13.30 Lunch
	13.30-15.00 Session	13.30-15.00 Session		13.30-15.00 Session
	15.00-15.30 Coffee/tea			15.00-15.30 Coffee/tea
	15.30-17.30 Session	15.30-17.30 Session		15.30-17.00 Session
19.00 Welcome reception	19.00 President's reception ¹⁾ for Sponsors, New Members and RCA recipients	19.00 Conference banquet		

¹⁾ By personal invitation only

The official language of the meeting will be English.

POSTER PRESENTATIONS

Facilities will be available to present scientific posters. The IRG 35 Organising Committee, matjaz.pavlic@bf.uni-lj.si, should be contacted for detailed information on space available etc. More info can be found under **guidelines for posters**.

GUIDELINES: PAPERS, POSTERS AND PRESENTATIONS

IRG PAPERS

Manuscripts should be produced electronically in accordance with the following guidelines:

- All papers must be provided with an **abstract** (~ 150 words) and **keywords** (3-7)
- File size: limit to maximum 2 MB,
- Use individual pages (at the end of each page - press new page CTRL-SHIFT),
- Graphs must be disconnected from spreadsheets,
- Recommended font: New Times Roman or Arial,
- Recommended font size: 11 or 12 points,
- Page set-up: margins should be 2,5 cm or one inch,
- Page numbers in footer and centered,
- Save document as word-file before submitting to the Secretariat,
- Documents should be submitted to the IRG Secretariat by e-mail as attached file,
- Files might be zipped when necessary,
- There is no need to send hard copies to the Secretariat.

POSTERS

Posters should be no bigger than **A0** format (841 mm × 1189 mm) in size.

Posters can be printed also by the IRG 35 Organising Committee. In this way you can avoid difficulties during the transport. For this, file must be sent to e-mail matjaz.pavlic@bf.uni-lj.si till the 24th of May.

Bellow you can find some basic instructions for preparation of data file for poster.

Instructions for poster data file preparation and recommendations:

- recommended software: Adobe Illustrator, Paintshop, CorelDraw, Freehand
- unsuitable software: Quark, Adobe pdf files, Microsoft software
- scale 1:1 recommended
- resolution near 300 dpi
- fonts must be converted to curves or attached to the data file
- do not set ICC profile
- recommended format for graphics: tiff

PRESENTATIONS

Guidelines for giving an oral presentation at an IRG conference are found in **Document IRG/WP 03-60179** (download by click) which is also downloadable from the IRG website www.irg-wp.com.

Bring Power Point presentations on a CD or USB Memory (CD-R is recommended).

To avoid any surprises, Power Point presentation can be also send to IRG 35 Local Organiser, to e-mail matjaz.pavlic@bf.uni-lj.si, at least 2 weeks before conference. If you decide for this option, also bring original on CD-R with you.

COMPANIONS PROGRAMME AND PRE- AND POST- TOURS

Description of the companions programme and pre- and post- tours can be found under "[Social programme](#)". Please use the **FORM C** to book in. The filled in Form C should be sent directly to Kongres d.o.o. (Fax: +386 1 257 63 03, E-mail: kongres@siol.net), respecting the indicated deadline.

WEDNESDAY EXCURSION

Wednesday afternoon excursion (9th June) will take us to the former Carthusian monastery from the 13th century, now the Technical Museum of Slovenia (Grad Bistra / Bistra Castle by Vrhnika (22 km), <http://tms.pfmb.uni-mb.si/eng/index.html>). Buses will depart from the Conference Centre at 12.30.

The Technical Museum of Slovenia is located at Bistra near Vrhnika, on the southwestern margins of the broad and flat Ljubljana Basin, some 22 km from the nation's capital. It is housed in what was originally a monastery but later became a grand mansion. Both settlement and manor take their name from the clear karstic springs, which issue forth from under the adjacent wooded hillside. Rebuilt and refashioned on several occasions, Bistra has enjoyed a variety of cultural, political, economic and social roles over the centuries. From 1260 to the dissolution of 1782, it was a Carthusian monastery; following renovation in 1826 Bistra served as manor house, and since 1951 it has been the home



to the nation's Technical Museum

The TMS was founded in order that a fitting record of Slovenia's industrial heritage might be kept. Its mission was - and is - to collect, preserve, protect and exhibit moveable elements of heritage pertinent to and symbolic of the historical development of this nation's indigenous crafts, trades and industry. The first forestry and hunting collections of the TMS at Bistra were opened to the public in 1953. Today, across more than 6,000 m² of exhibition space, there are permanent exhibits encompassing agriculture, transport, forestry, woodworking, hunting, fishing, textiles and electrical engineering.

EXHIBITION

IRG/WP congress will be accompanied by a trade exhibition. This is an opportunity for the companies to present their latest products. The exhibition which is held primarily for congress participants will also be open to wider public during the Open Doors Day on June 9th, 2004.

BANQUET

Time: Thursday, the 10th of June, 19.00 –

Place: The Grand Union Hall in the [Grand hotel Union](#)

The attendants are requested to gather at the entrance approximately 15 minutes earlier.

The dress is not specially defined, but we recommend smart attire such as a suit with tie for the men and similar appropriate wear for the ladies.

Special requirements for vegetarian meal should be expressed at the Registration desk at arrival.



MEAL PACKAGE

According to the traditional IRG annual meeting programme scheme, lunch will be served every meeting day, except Wednesday, between 12.00 and 13.30. Changes are possible due to adapting to Scientific programme. Please check the final programme for possible changes. Lunch will be served on the 5th floor of the congress building, only for the participants who will order the meal package in advance. The meal package, offered by the local organiser, consists of 3 lunches (Monday, Tuesday and Thursday) and a lunch box on Wednesday. The price is 45 EURO. It is recommended to order the meal package in advance. Please do this by using the [FORM C](#), respecting the indicated dead-line. Additional meal package ordering on site will not be possible.

Information for those who will not order the meal package: because the conference venue is located in the centre of Ljubljana, several restaurants and cafes, offering meals for comparable price, may be found in the vicinity.

DEADLINES

Deadline	Description of "registration"	Location
1 March 2004	Submission of full papers (MS Word format) to the IRG Secretariat	irg@sp.se
1 March 2004	Submission of poster abstracts (MS Word format) to the IRG Secretariat	irg@sp.se
1 April 2004	Hotel Turist accommodation	FORM B
5 April 2004	Hotel Lev accommodation	FORM B
6 April 2004	Hotel Park accommodation	FORM B
15 April 2004	Grand Hotel Union accommodation	FORM B
15 April 2004	Astral Hotel	FORM B
15 April 2004	"Bit Center" accommodation	FORM B
15 April 2004	Pre-, post- and accompanying persons tours	FORM C
15 April 2004	Meal package	FORM C
15 April 2004	Poster printing by the local organiser partner	FORM C
30 April 2004	Conference registration	FORM A
30 April 2004	"Gostišče pri Mraku" accommodation	FORM B
5 May 2004	Hotel Slon accommodation	FORM B
12 May 2004	M Hotel accommodation	FORM B
15 May 2004	No refunds for cancellations of conference registrations after this date	
24 May 2004	Sending of poster for printing by the local org.	matjaz.pavlic@bf.uni-lj.si



IRG 35
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Slovenia

SOCIAL PROGRAMME

PRE-CONGRESS TOUR
TOURS FOR ACCOMPANYING PERSONS
POST-CONGRESS TOUR

Exact time and place of departure for each tour will be announced later.

HOW TO REGISTER

Registration for social program must be made by completing and returning the **FORM C** to Kongres d.o.o. (Fax: +386 1 257 63 03, E-mail: kongres@siol.net), no later than 15 April 2004.

FORM C: Service by Local Organiser (MS Word Format, Adobe Reader Format)

Other Links:

- [Adobe Reader free download](#)

CANCELLATIONS

If a registration for Local Organiser Service is cancelled after 1 May 2004, 50 % of the fee will be refunded. After 1 June 2004 no refunds will be made.

Additional info for social program: miro.tomazic@bf.uni-lj.si

PRE-CONGRESS TOUR

SATURDAY, 5 June 2004

Venice (full day)

Transfer to the Slovene coast will be organised. There you will board the catamaran "Prince of Venice" (fast ferry) and after 2.5-hour-long journey you will arrive in Venice, where an English-speaking guide will accompany you through the streets of the "floating city", situated in a lagoon with 118 islets. You will visit the San Marco's Square, the mighty Doge's Palace, the Rialto Bridge and other interesting sights of the city. The rest of the afternoon is free for individual explorations.

In the late afternoon you will board the catamaran again and return to the Slovene coast, where a coach will be waiting for you to take you back to Ljubljana.

Price: 100 EUR per person

The price includes: Bus transport, drive with catamaran "Prince of Venice", English-speaking guide, guided sightseeing tour of Venice

Minimum: 20 Persons

Russians and Byelorussians (and other countries of ex-Soviet Union) need:

- Visa for Italy.
- Photocopy of the passport,
- Photocopy of the travel ticket
- Photocopy of the hotel voucher

Some countries who needs visa for Italy: Albania, Afghanistan, Armenia, BiH, Bulgaria, Egypt, Gruzia, India, Iran, Iraq, China, Macedonia, Yugoslavia, Romania, Ukraine

More info: <http://www.veniceby.com/> or <http://www.venetia.it/>



SUNDAY, 6 June 2004

Postojna caves (full day)



Postojna caves - a two million years old and 27 km long system of subterranean caves is one of the most easily accessible networks of underground caves in the world. A ride by electric train will be followed by a guided walk through a series of caves with stalactites, stalagmites, pillars and translucent curtains that create unforgettable impressions the underground waters are the home of the world's unique, rare, and endangered species of the amphibian *Proteus anguinus*, or "human fish" as it is popularly called here. After the visit of the caves stop at a local karst farm to taste the typical karst specialities - the fermented ham "prosciutto" and the ruby-red wine Teran.



Price: 40 EUR per person

The price includes: Bus transport, English-speaking guide, entrance to the Postojna Caves

Minimum: 20 Persons

More info: <http://www.postojnska-jama.si/>

TOURS FOR ACCOMPANYING PERSONS

MONDAY, 7 June 2004

Otočec & Kostanjevica (full day)



Otočec Castle, a jewel rising from the mists of the Krka River, is the only water castle in Slovenia and far around. Its earliest foundations were built in the Middle Ages, and its present appearance was created during the Renaissance when it became the property of Baron Ivan Lenkovič, the chief commander of the Croatia-Slavonia march. Today the castle is a five-star

hotel where rooms and apartments with period furniture unveil the centuries and whose restaurant is renowned for its selection of the best Slovene wines and its domestic and foreign dishes, particularly game and mushroom specialties. Special attractions of the castle include the castle reception with attendants in period clothing, medieval music that accompanies guests from the moment they enter the courtyard, torches and candles lighting the castle, the echo of riders leaving the stables at nearby Struga Castle, and the rumbling of horse-drawn carriages carrying castle guests across the wooden bridges.



Price: 50 EUR per persons

The price includes: Bus transport, English-speaking guide, entrance to Kostanjevica Museum, entrance to Otočec castle, lunch in Otočec

Minimum: 20 Persons

More info: <http://www.krka-zdravilisca.si/en/otocec/>, <http://www.galerija-bj.si/aindex.htm>

TUESDAY, 8 June 2004

Visit to Ljubljana (full day)



Take a ride with the tourist train, which sets off from the very central Prešeren Square and takes you to the Ljubljana Castle that has been the symbol of the Slovene capital for centuries. It is worth climbing to the top of the viewing tower, as a wonderful panorama on the city and its surroundings will reward your effort. Join a sightseeing tour with one of our licensed local guides. This two hours' walk features the main sights in the Old Town, including the baroque cathedral of St Nicholas, the elegant Fountain of the three Carniolan rivers, the Town Hall; you will proceed further through the Town Square and cross the Cobblers' Bridge and

the Triple Bridge. You will also explore the left bank of the Ljubljanica River: the Slovene Philharmonic, the University, the Ursuline Church of the Holy Trinity and the classicist Kazina.



Price: 20 EUR per person

The price includes: tourist train, English-speaking guide, entrance to Ljubljana castle, lunch

Minimum: 20 Persons

More info: http://www.ljubljana-tourism.si/index.cgi?set_lang=us or http://www.slovenia-tourism.si/?_ctg_regije=11&lng=2

THURSDAY, 10 June 2004

Bled (full day)

Admire the most popular tourist resort in Slovenia - Bled. It is often referred to as the pearl of the Alpine region owing to its emerald-green lake, a church on the island in the middle of the lake and a medieval castle from the 11th century, perched on a cliff over the lake. The visit to Bled Castle will be followed by some free time. Drive further to Radovljica - one of the towns that preserved the medieval form and stop for lunch in a typical local inn.



Price: 50 EUR per person

The price includes: Bus transport, English-speaking guide, entrance to the Bled Castle, lunch in Radovljica, a ride with pletna to the Bled Island.

Minimum: 20 Persons

More info: <http://www.bled.si/>

POST- CONGRESS TOUR

FRIDAY, 11 June 2004

The Castle of Ptuj (Ptujška gora) (full day)



Picturesque castle above the town Ptuj has defended the settlement below the castle walls for centuries but today it is admired by visitors with its exceptional picturesque architecture and composition with old town. It is situated on the hill above the left bank of the Drava river. The oldest archaeological findings are from the end of the III. Millennium B.C.

Famous antar road has taken its course over the Drava river below the castle hill. Old Romas set up a fortress and perhaps also a basilica. The oldest, still standing castle buildings are from the Middle ages. The castle and the town were owned by the Salzburg archdiocese in that time. The oldest written document about the castle is from the middle of the 12th century when the castle was build against the constant Hungarian invasion.



Administrators of the castle were ministerials who got the name "Lords of Ptuj".

Several architectural changes were made during the following centuries and the castle is settled as an imposing museum in a present time.

Price: 70 EUR per person

The price includes: Bus transport, English-speaking guide, entrance to the Castle, visit to the Ptujška gora (church), lunch

More info: <http://www.ptuj.si/index.htm>, <http://www.ptujška-gora.si/>

SATURDAY, 12 June 2004

Škocjanske caves, Lipica (full day)



The Škocjan Caves are composed of a system of eleven interconnected caves, flatfloored valleys extending over collapsed dolines, natural bridges and sinkholes. For these reasons, the Caves have been a UNESCO World Heritage Site since 1986. The Caves lie in the heart of the Kras region, whence the word "karst", used by geologists all over the world, originates. They are adorned with marvellous multicoloured stalactites, stone

curtains and broad rimstone pools. The Reka river, which gives the caves their basic features, still cascades through the underground gorge, tumbling over rock walls and finally coming to rest in small lakes.



Price: 50 EUR per person

The price includes: Bus transport, English-speaking guide, visit to cave, tour to the stud farm, lunch

Minimum: 20 Persons

More info: <http://www.park-skocjanske-jame.si/>, <http://www.lipica.org/>



REGISTRATION

Conference registration must be made by completing and returning the **FORM A** to IRG Secretariat (Fax: +46 8 10 80 81, E-mail: irg@sp.se), along with payment in Swedish Kroner (SEK) no later than 30 April 2004.

A late fee of 500 SEK will be charged after 30 April 2004. Participants may pay by banker's draft, cheque, bank transfer or credit card. If paying by bank transfer, a copy of the bank transfer order should be mailed or faxed together with the registration form. Please indicate your name and address clearly on the transfer orders and cheques. **Acknowledgement of registration and receipt of fee will not be issued unless requested.**

Those registering for IRG 35 will receive the Conference programme, a CD-ROM with the Conference papers, the IRG Directory and a report from the Plenary meeting. Members and Sponsors are reminded to pay their membership fees and sponsorship before the Conference in order to receive the documents CD-ROM. In the event of cancellation before 15 May 2004, 50 % of the registration fee will be refunded. After this date no refunds will be made. However, you may transfer your registration at any time to another person of your organisation. Payment for documents will not be refunded.

Hotel reservations must be made by completing and returning the **FORM B** to selected Hotel, no later than the date specified for each Hotel separately. For details see [Accommodation](#).

Registration for **social program** must be made by completing and returning the **FORM C** to Kongres d.o.o. (Fax: +386 1 257 63 03, E-mail: kongres@siol.net), no later than 15 April 2004. For details see [Social Program](#). In the **FORM C** you can also register for Meal Plan and decide for optional poster printing by the local organiser partner (for poster printing details see [The Conference](#)).

REGISTRATION FORMS

FORM A: Conference Registration for Delegates and Companions (On-line form, MS Word Format, Adobe Reader Format)

FORM B: Hotel Reservation for Delegates and Companions (MS Word Format, Adobe Reader Format)

FORM C: Service by Local Organiser (MS Word Format, Adobe Reader Format)

Other Links:

- [Adobe Reader free download](#)



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FORM A: Conference Registration for Delegates and Companions

Delegate Information

Name _____ Title _____
(Mr, Mrs, Dr, etc) _____
Organisation _____
Address _____
City _____
State _____ Zip/Post Code _____
Country _____
Phone _____ Fax _____
E-mail _____

Accompanying adults and/or children

Names	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

Conference Fees (these amounts include a local administration charge)

	Fees	Your Payment
Member	3200 SEK	_____ SEK
Sponsor (person from IRG Regular and IRG 35 local sponsor)	3700 SEK	_____ SEK
Non Member (inc of documents CD-ROM)	5200 SEK	_____ SEK
Student (inc of documents CD-ROM)	800 SEK	_____ SEK
Documents (if not received by payment of membership/sponsorship)	500 SEK	_____ SEK
Companion (family member not attending conference sessions)	600 SEK	_____ SEK
Late registration (if you register after 30 April 2004)	500 SEK	_____ SEK
IRG 35 Sponsorship earmarked contribution to IRG 35 Organising Committee		_____ SEK
Total fee to be paid to the IRG Secretariat		SEK _____

Method of Payment

- Bank Transfer to Svenska Handelsbanken (see Money Transfer Details)
- Cheque in SEK made payable to the IRG Secretariat
- Visa or Mastercard (tick one)

Card No _____

Name of Card Holder
(as written on the card) _____

Expiration Date
(month/year) _____

Total
amount _____ SEK

Signature of
Card Holder _____

Money Transfer Details

Bank account Svenska Handelsbanken

6138-395 154 421

IBAN No: SE 79 6000 0000 0003 9515 4421

BIC: HANDSESS

Nordea Postal Giro account:

19 97 17-0

IBAN No: SE 09 9500 0099 6042 0199 7170

BIC: NDEASESS

Please complete in capitals and return before 30 April 2004 to:

IRG Secretariat SE-100 44 STOCKHOLM
SWEDEN

Fax Form to: +46 8 10 80 81

E-mail: irg@sp.se

For any further information please contact Mr Jöran Jermer, IRG Secretary-General
(Tel: +46 8 10 14 53, E-mail: joran.jermer@sp.se).

Cancellation: If a registration is cancelled before 15 May 2004, 50 % of the conference fee will be refunded. Payment for documents will not be refunded after the documents have been distributed. After 15 May no refunds will be made.



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FORM B: Hotel Reservation for Delegates and Companions

Delegate Information

Name _____ Title _____
(Mr, Mrs, Dr, etc) _____
Organisation _____
Address _____
City _____
State _____ Zip/Post Code _____
Country _____
Phone _____ Fax _____
E-mail _____

Accompanying adults and/or children

Name	Relationship
_____	_____
_____	_____
_____	_____

Accommodation details (room types and prices are defined for each Hotel separately; see [IRG 35 Web-Accommodation](#))

Selected Hotel _____
Room Type _____ No of Rooms _____ Price per Night _____ EUR
Room Type _____ No of Rooms _____ Price per Night _____ EUR
Room Type _____ No of Rooms _____ Price per Night _____ EUR
Check-In (day, month, year) _____ Check-Out (day, month, year) _____
Method of Payment _____

Reservation Secure Details

Credit Card Type _____ Card No _____
Expiration Date (month/year) _____
Name of Card Holder _____
Signature of Card Holder _____ Date _____

Form must be **sent to selected Hotel** by fax or E-mail. Registration **deadline** and **cancellation details** are specified for each hotel separately. For details see **IRG 35 Web-Accommodation**: <http://www.irg-wp.bf.uni-lj.si> or contact borut.kricej@bf.uni-lj.si.

Reservation without Hotel confirmation is not valid!



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FORM C: Service by Local Organiser

Delegate Information

Name _____ Title _____
(Mr, Mrs, Dr, etc) _____
Organisation _____
Address _____
City _____
State _____ Zip/Post Code _____
Country _____
Phone _____
E-mail _____

Accompanying adults and/or children

Name _____ Relationship _____

PRE-CONGRESS TOUR

	Price per person	No of persons	Fee
Saturday, 5. 6. 2004 – Venice tour	100 EUR	_____	_____ EUR
Sunday, 6. 6. 2004 – Postojna caves	40 EUR	_____	_____ EUR
Total fee for pre-congress tours			_____ EUR

TOURS FOR ACCOMPANYING PERSONS

	Price per person	No of persons	Fee
Monday, 7. 6. 2004 – Otočec & Kostanjevica	50 EUR	_____	_____ EUR
Tuesday, 8. 6. 2004 – Visit to Ljubljana	20 EUR	_____	_____ EUR
Thursday, 10. 6. 2004 - Bled	50 EUR	_____	_____ EUR
Total fee for tours for accompanying persons			_____ EUR

POST-CONGRESS TOUR

	Price per person	No of persons	Fee
Friday, 11. 6. 2004 – The castle of Ptuj	70 EUR	_____	_____ EUR
Saturday, 12. 6. 2004 – Škocjanske caves	50 EUR	_____	_____ EUR
Total fee for post-congress tours			_____ EUR

Poster printing by Local Organiser (for details see [IRG 35 Web](#) or contact matjaz.pavlic@bf.uni-lj.si)

	Price per poster	No of posters	Fee
Poster "A0"	27 EUR	_____	_____ EUR

Meal Package (for persons attending conference sessions)

	Price per person	No of persons	No of normal meals	No of vegetarian meals	No of special meals*
Meal Plan (for 4 days)	45 EUR	_____	_____	_____	_____
*Please indicate special requirement for meal _____					Fee _____ EUR

Method of Payment

- Bank Transfer to **Nova LB d.d. Ljubljana** (see Money Transfer Details)
- Cheque in EUR made payable to the Kongres d.o.o.
- Visa or Eurocard/Mastercard (tick one)

Card No _____

Name of Card Holder _____
(as written on the card)

Control number _____

Expiration Date _____

Signature of Card Holder _____

Total amount _____ **EUR**

Money Transfer Details

Name of the Account: Kongres d.o.o., Cesta Dolomitskega odreda 44,
Ljubljana, Slovenia

Bank: Nova LB d.d. Ljubljana

Account no.: 02053-0012745211

BIC: LJBASIX

IBAN No: SI56020530012745211

Please complete in capitals and return before 15 April, 2004 to:

KONGRES d.o.o.
Cesta Dolomitskega odreda 44
SI-1000 Ljubljana
Tel.: +386 1 257 45 55

Fax Form to: +386 1 257 63 03

E-mail: kongres@siol.net

Please do check if you need a visa for Slovenia or Italy!

For details see **IRG 35 Web-Social Program:** <http://www.irg-wp.bf.uni-lj.si> or contact miro.tomazic@bf.uni-lj.si.

Cancellation: If a registration is cancelled after 1 May 2004, 50 % of the Local Organiser Service fee will be refunded. After 1 June no refunds will be made.