



REGISTRATION

Opening Times

The Registration Desk, located at the ground floor of Pavilion Spadolini within Fortezza da Basso, is open during Congress days according to the following schedule:

Friday, 14 July	08.00–18.30
Saturday, 15 July	08.00–18.00
Sunday, 16 July	08.00–13.30

Prepaid registration

An e-mail will be sent to individual participants upon completion of the registration process. This confirmation must be presented at the registration desk on-site at the congress in order to receive the congress kit and access badge.

On-site registration

On-site registration is possible from Friday, 14 July to Sunday, 16 July. Both credit cards (AMEX, VISA and MASTERCARD) and cash are accepted on-site.

Registration fees

Fees (VAT included)	On-site
Participant	€ 350,00
Daily Registration – 15 July	€ 170,00
Two-days Registration – 14+15 July or 15+16 July	€ 260,00
Congress Dinner – 15 July - <i>First come first served basis</i>	€ 85,00

Participants' registration fee includes:

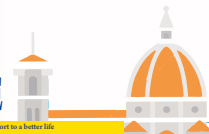
- Access to the scientific sessions
- Access to the catering and exhibition area
- Congress bag
- Certificate of participation
- Personal name badge
- Programme
- Coffee points and the snack lunch according to programme
- Opening Ceremony & Welcome Reception on 14 July

Daily registration fee includes the following services for 15 July only:

- Access to the scientific sessions
- Access to the catering and exhibition area
- Congress bag
- Certificate of participation of the day
- Personal name badge
- Programme
- Coffee points and the snack lunch according to programme on 15 July

CANCELLATIONS AND REFUNDS

Cancellations of registrations must be made in writing to OIC srl either by fax +39 055 5035230 or e-mail booking_soroptimist2017@oic.it. For cancellations received by 14 June 2017 the paid amount will be refunded with a deduction of 70% as penalty charge. No refund will be made for cancellations received after the indicated deadline; authorised refunds will be processed after the Congress.



BADGE

Each participant receives a name badge upon collecting the congress kit at the Registration Desk. The badge is the official congress accreditation and must be worn at all times. Badges are colour-coded as follows:

Gold	Organizing Committees
Blue	Invited Guests
Red	Speakers
Green	Young STEM
Transparent	Participants
Yellow	SIE Staff

REGISTRATION DESK AND HOUSING BUREAU

For any question or logistics information, please contact the Organizing Secretariat located at ground floor of Pavilion Spadolini.



OIC srl

Viale Giacomo Matteotti, 7 - 50121 Florence, Italy

Tel +39 055 5035 1 - Fax +39 055 5035 230 - booking_soroptimist2017@oic.it

BEVERAGES AND FOOD

At the event venue, there is a snack bar within the Congress venue close to the Registration area and a number of restaurants and kiosks outside at walking distance.

Coffee points and the snack lunch are available within the Catering and Exhibition area according to programme.

CONGRESS DINNER – GET TOGETHER

15 July 2017 – 19.30-23.30. Location: Nuovo Teatro dell’Opera - Via Vittorio Gui, nr 1 – Florence.

Easily reachable by public transportation – Tramvia stop: Porta al Prato – Leopolda stop.

The dinner will be the occasion for the participants to spend a special evening of entertainment and fine “Tuscan cuisine” as well as an alternative opportunity for pleasant networking and informal interaction.

Tickets already purchased for the event will be included in the personal congress kit delivered to participants upon registration. The dress code for the event is business casual.

On site registration will be accepted according to availability and tickets could be purchased at the “New Registration Desk”.

DISCLAIMER

SIE, the organizer of the 21st Congress Soroptimist International of Europe, and OIC srl, the appointed Organizing Secretariat, can not be held liable for personal injuries or for loss or damage to property incurred by participants or guests at the Congress. Participants and guests are encouraged to take out insurance to cover loss incurred in the event of cancellation, medical expenses, or damage to, or loss of personal belongings when traveling. SI and OIC srl cannot be held liable for any disruption of the Congress proceedings arising from natural, political, social, or economic events or other unforeseen circumstances beyond its control. Registration of a participant or guest confirms acceptance of this condition. Official photographers will be present at this event, therefore, please note that any photographs taken at the meeting may be used in future SIE publications, on the SIE website, or in other materials or communication tools.



EXHIBITION

An exhibition of the involved Unions and Clubs is being held during the Congress providing the opportunity to exchange experience and maximize networking between participants and Club / Union representatives. Coffee points and snack lunches are available in this area according to programme.

Exhibition times

Display desk set-up, Friday, 14 July 08.00-17.00

Opening times

Saturday, 15 July 08.00-18.00; Sunday, 16 July 08.00-13.00

LANGUAGES

The official Congress languages are English and French, simultaneous translation to English, French and Italian will be provided.

LOST AND FOUND

Lost and found items can be recovered at the Registration Desk.

MOBILE PHONES

The use of mobile phones is not permitted during the sessions. Participants are kindly requested to keep their mobile phones turned off during the sessions.

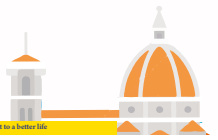
NO SMOKING POLICY

Smoking is not permitted at any time. In accordance with the local regulations, this event follows a strict non-smoking policy.

WiFi

WiFi is available for Congress participants throughout the Congress; please check network and password at the Registration Desk.





SOROPTIMIST INTERNATIONAL OF EUROPE PEACE PRIZE

The SIE Peace Prize was initiated by **Heidrun Konrad** (SIE President 2003-2005) who dedicated her biennium to the theme “Women Building Peace”. The Prize is endowed to a value of 20,000 Euro. Given for the first time in 2005, the Prize is awarded to a woman or an organization deserving special recognition for their remarkable achievements to promote peace. This year’s Peace Prize will be awarded during the 21st SIE Congress in Florence.

The 2015 winner of the SIE Peace Prize is Dr. **Edit Schlaffer**, founder of Women Without Borders and SAVE – Sisters Against Violent Extremism. **Silvana Arbia**, the International Criminal Court’s former Registrar, was awarded the 2013 SIE Peace Prize for her peace-building work in Rwanda. **Sylvia Borren** won in 2011 for her work in the International Women’s Committee, a Peace Committee for Israel and Palestinian Territories. **Valdete Idrizi**’s community building across ethnic lines in Kosovo was recognized in 2009. **Carla del Ponte**, 2007 winner, received the award for her work as prosecutor for the International Criminal Tribunal for the former Yugoslavia, and Rwanda. **Vera Bohle**, consultant at the Geneva International Centre for Humanitarian Demining, was the first recipient of the Peace Prize in 2005.

OPEN HEART-OPEN DOOR

Open Heart-Open Door is an exchange programme established in 1995 by Heidrun Konrad. There are various ways to participate: home hospitality for a visiting Soroptimist; available as a guide in a foreign city; home exchange and the opportunity for young relatives to take part in a youth exchange programme. Participants have to contact partners themselves.

Meet friends from all over the world and share information about the Exchange Programme at the Open Heart-Open Door Get Together!