



National Federations' Conference

22 November 2019

London, Great Britain

National Federations' Conference

Park Inn by Radisson Hotel & Conference Centre, London, Heathrow

The National Federations' Conference taking place on Friday, 22 November 2019 will address a number of governance and event related topics. Discussions will be in English.

The Agenda for the conference will be available on the World Rowing website at the end of September: <http://www.worldrowing.com/fisa/about-fisa/conference>

When: 08:00 hrs until 17:30 hrs on 22 November 2018

Where: Park Inn by Radisson, Heathrow, London, Great Britain

Who can attend: Member National Federations may send up to two (2) delegates to the conference.

What costs are covered by FISA:

- conference fee for one delegate (including lunch)
- invitation to the World Rowing Awards evening on Friday, 22 November 2019, for one delegate per federation
- for European federations: one night of single accommodation with bed & breakfast for one delegate per federation (for the night of 22 November)
- for federations from other continents: up to two nights of single accommodation with bed & breakfast for one delegate per federation (for the night of 21 and/or 22 November depending on flights).

Please note: no flight subsidy will be provided for this conference.

Additional delegate:

NFs may send one additional delegate (i.e. a second delegate) to the conference. The NF will be responsible for all related costs, including accommodation, the conference fee and the awards evening ticket, as applicable (*please see 'Additional Charges' on page 2*).

Registration:

To register for the National Federations' Conference please use the following links:

For the 1st delegate: click [here](#)

For the 2nd delegate: click [here](#)

Visa invitation letters: you can request a Visa invitation letter using the online registration system or by emailing conferences@fisa.org.

Registration deadline is Tuesday, 15 October 2019

Important information

1. Cancellations

If you need to cancel your accommodation and/or award dinner reservation(s), please let us know as soon as possible and by Tuesday, 22 October 2019 at the latest. Any costs incurred by FISA due to cancellations after this date will be charged to the National Federation.

2. Additional charges

Additional charges relating to a second delegate from your federation:

- a. NF Conference fee: £60
- b. Awards Dinner: £65
- c. Accommodation including breakfast: £89 per night, single room, special FISA event rate; £99 for a double/twin room

Additional nights at the hotel will also incur additional charges.

Please note that payment for the above additional charges must be received by FISA by 22 October 2019. If no payment is received by this date your reservation will be cancelled.

All other ad hoc room charges, bar bills, etc. are payable by the delegate directly to the hotel.

3. Payment

Payment for the above Additional Charges will be by credit card using the online reservation form and payment system.

In exceptional circumstances, if you are unable to make a payment by credit card, FISA will invoice your federation. Please note that payment will need to be received by FISA by the deadline of 22 October otherwise your reservation will be cancelled.

4. Hotel Address

Park Inn by Radisson Hotel & Conference Centre Bath Road
Heathrow
London UB7 0DU
United Kingdom
Tel : +44 20 8759 6611

www.radissonhotels.com/en-us/hotels/park-inn-conference-heathrow-airport

5. Airports

The closest airport is London Heathrow, with just a 10-minute bus transfer to the hotel. If possible, avoid arriving at the other London airports as the transfer times are very long.

6. Airport Transfers

Airport transfers will not be provided. You can easily reach your hotel from the arrival terminal (Heathrow Airport) with the 'Hotel Hoppa' buses. Please check on the following link for further information: <http://www.nationalexpress.com/en/airports/heathrow-airport.aspx>

If you have any questions, please send an email to conferences@fisa.org