

EuroMARC

**European Collaboration for Implementation of Marine
Research on Cores**

SECOND EUROMARC CONFERENCE, 14-16 September 2009

Practical Information Guide

**Club Belambra
Presqu'île de Giens
83408 Hyères-les-Palmiers Cedex
France**

Tel : +33 494 582 151

Fax : +33 494 589 638

ESF Contacts:

Dr Shane Murphy (EUROCORES Programme Coordinator), smurphy@esf.org
Anne-Sophie Gablin (EUROCORES Programme Administrator), asgablin@esf.org


euomarc@esf.org


1 quai Lezay-Marnésia

BP 90015

67080 Strasbourg Cedex

France

 **Phone** +33 (0)388 76 71 55

 **Fax** +33 (0)388 37 05 32

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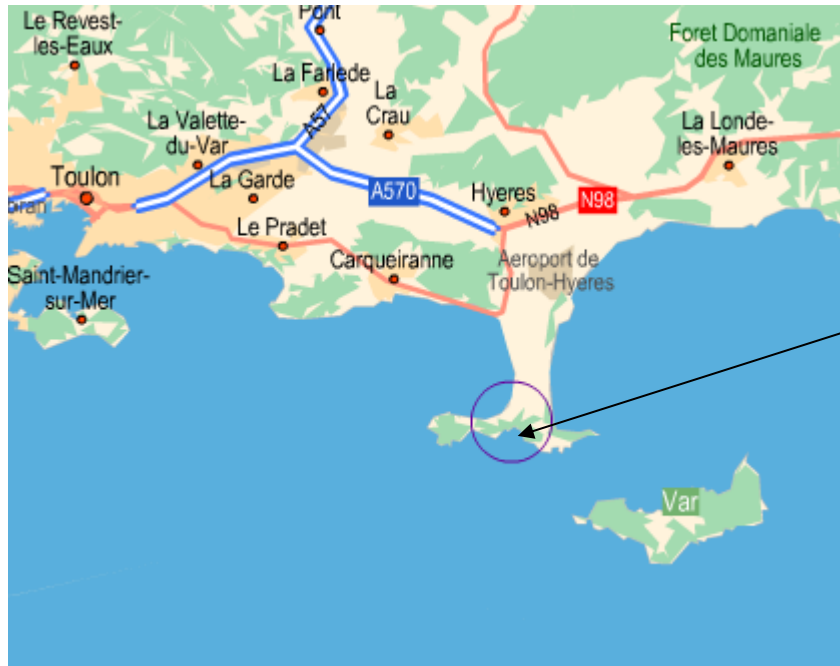
Access to the Site

The conference will be held at **Belambra Club on the Giens peninsula**, France. It is a residential hotel situated in the middle of 34 hectares of Mediterranean vegetation, surrounded by turquoise-water creeks, just across the Porquerolles isle.



Giens Peninsula

Participants are expected to arrive in the late afternoon of Sunday 13 September 2009 and depart after breakfast on Thursday 17 September 2009.



Belambra Club

Group Transportation

i Please note that considering the very different arriving times, no group transportation will be organized on the arrival day. Participants are expected to make their own way to the conference venue.

A group transportation will however be arranged on the departure day Thursday 17 September 2009, to **Toulon railway station** and **Toulon-Hyères airport**. The exact time will be confirmed to you at the conference.

By Air

The nearest airport to Giens is **Toulon-Hyères airport**, located 18 km away.

A **taxi** from Toulon-Hyères airport to the Belambra Club in Giens costs about EUR 20.


Toulon-Hyères airport [Go to Website](http://aeroport.var.cci.fr/) ▶ <http://aeroport.var.cci.fr/>

There are otherwise frequent connections from/to major European cities, through **Marseille airport** (direct from Amsterdam, Brussels, Geneva, London Heathrow, Milan, Paris, Rome) and through **Nice airport** (direct from Amsterdam, Barcelona, Brussels, Dublin, Frankfurt, Geneva, Helsinki, London Heathrow, Madrid, Munich, Paris, Rome, Vienna, Zurich) with convenient train connections to Toulon.

Participants are strongly encouraged to book their flights as early as possible to benefit from lower rates.

By Rail

The nearest railway station is in **Toulon** (about 25 km from the Belambra Club), where long-distance trains arrive regularly. A taxi to the hotel from Toulon railway station costs about EUR 55 and takes approximately 35 minutes.

 There is a direct **TGV line** Paris Gare de Lyon – Toulon. Journey time about 4 hours. 2nd class return fare from EUR 70 (if booked far in advance) to EUR 200.

There are otherwise frequent connections between **Marseille** and Toulon (trains running practically every 45 minutes, journey is about 45 minutes – 2nd class return fare approximately EUR 20) and between **Nice** and Toulon (trains running practically every 45 minutes, journey is about 1 hour and 45 minutes - 2nd class return fare about EUR 43).

By Public Transport

There is a local bus service (SODETRAV) between Toulon railway station and Hyères Gare Routière (bus station) and between Hyères Gare Routière and the Belambra Club in Giens. Change bus in Hyères for Giens.

 <http://www.sodetrav.fr/>

By Road

Take the “Autoroute du Soleil” (A7) to Aix-en-Provence. Then the A52, exit at Hyères, direction “Presqu’île de Giens”. Go through “La Capte”, direction “La Tour Fondue” and follow the signs Belambra. There is plenty of car parking spaces at the hotel.

Arrival, On-site Registration & Conference Secretariat

In the late afternoon of Sunday 13 September 2009, participants should register on-site with the **ESF EuroMARC Coordinator**, sign the attendance list and collect their name badges. The conference registration desk, where supplementary information will be provided, will be located near the hotel reception.

If you will arrive late, please inform the ESF EuroMARC Administrator in advance by indicating it in your registration form.

Accommodation & Meals

Accommodation

All participants will be accommodated at **Belambra Club**.

Rooms are booked for the night of 13 September to 16 September inclusive (4 nights), with departure after breakfast on 17 September.

Please note that all participants are expected to confirm their accommodation requirements while registering online.

Accompanying Guests

Participants with accompanying guests are informed that this will be at their own expense, for both travel and accommodation. Guest costs should be settled directly with the **conference site upon arrival**. The guest additional cost in double room with conferee is **EUR 74** per day (full board).

Accompanying guests are **not** expected to take part in any of the actual conference activities, i.e. attend talks or short presentations within the conference room. Conference facilities and equipment, such as internet access are destined for the sole use of conferees. If guests wish to make use of certain facilities, they should arrange this privately with the conference venue, at their own cost. Please note that no social programme has been organized for accompanying guests, who are kindly asked to make their own arrangements.

Meals

Breakfast will be served buffet style from 07.30 to 09.00. Times for lunch and dinner will be as shown in the conference programme. Mineral water, wine and coffee are served at lunch and dinner. Additional beverages are at the participants' own expense.

Social Programme

A welcome drink will take place on **Sunday 13 September** and a special Conference Dinner and aperitif will be served on the evening of **Wednesday 16 September**.

The "Poster Award" ceremony will take place during the Conference Dinner on Wednesday 16 September.

Conference Facilities

Meeting-room & Equipment


The meeting-room is located in the main building. It is equipped with an overhead projector and a **data projector / beamer connected to a PC computer.**

If you are scheduled for an oral presentation, please bring it on a memory stick or a CD as far as possible.

Posters

There will be three poster sessions as shown in the conference programme but posters should be on display for the whole duration of the conference.

Maximal recommended poster size is 130 cm x 130 cm. Use fonts and drawings that can be read from approximately 1.50 m distance.

 "Best Poster Awards" will be given within two different categories: PhD students and Post-doc researchers.

Internet Access

An Internet access will be arranged for participants of the EuroMARC Conference and computers will be available in the posters room.

Wifi connection will be possible in the main building. A personal code will be given to you.

Travel Contributions

Travel Reimbursements

All reimbursements will be made by **post-conference bank transfers.**

Bank details - **including: IBAN and BIC numbers** (SWIFT number for US accounts) - should be indicated on the **ESF Travel Claim Form** which will be distributed on site to the participants. The travel claim form, duly documented, must be returned within a maximum of **one month** after the conference. No reimbursement can otherwise be guaranteed. All **originals of travel tickets** must imperatively be attached to the form (including boarding passes).

Only **actual** travel costs are reimbursed and for a **direct** journey between the participant place of work and the conference site. Should your itinerary not be direct, you will need to provide with an **estimate from a certified travel agent.**

Itinerary, price and currency must clearly feature on any ticket. Where no price is indicated on the ticket, the corresponding **invoice or receipt** must be enclosed.

Allowable Costs

Participants in ESF meetings should arrive and depart as close as possible to the beginning and end of the meeting. In cases where participants have been on other business either before or after the meeting they should indicate the dates and times of departure and return to their home as if they had *only* attended the ESF meeting, **unless** extension of stay is justified by a significant reduction in overall cost (resulting e.g. from reduced air fares).

Air tickets should be tourist class (or at a lower rate if cheaper tickets, e.g. PEX/APEX, are available). To benefit from the most economical fare, early booking is essential. Where no price is indicated on the ticket, the invoice must also be enclosed.

Train tickets and train supplements may be first class.

Taxis should only be taken when convenient public transport is not available.

Costs of health, life and luggage insurance are **not** reimbursed by the ESF. Cancellation insurance will only be reimbursed for PEX/APEX tickets.

For the reimbursement of travel costs, original tickets, boarding passes, vouchers, invoices must be enclosed (including taxi receipts) with the claim form.

Use of private car (including road tolls and fuel) will be reimbursed, unless otherwise agreed in advance, on the basis of 1st class train fare or, for longer distances, on the basis of the APEX airfare where this is more economical. An estimate of the fare from a certified travel agent must be enclosed with the claim for reimbursement. For short journeys by car where no public transport is available and therefore no estimate of fare can be provided, the number of miles/kilometres covered must be indicated. When two or more participants travel together by car, travel costs will be reimbursed to only one person.

Hotel Services

Copies & Faxes

Photocopies may be made, and faxes sent and paid for via the hotel reception. Costs for a photocopy are EUR 0.20 per page. A fax (1 page) costs EUR 1.30.

Means of Payment

The Belambra Club accepts the following credit cards: Eurocard, Mastercard and Visa. All currency payments should be in EUR. It is not possible to change foreign currency at the conference centre.

Bank Facilities

The nearest bank, the "Crédit Agricole", is in Giens (3 km).

Extra Expenses

Participants must pay directly to the Belambra Club reception desk – before departure – for any additional night over the nights covered by the conference booking. Any other expenses not included in the conference (i.e. drinks – other than those provided at meals – phone calls, etc.) are also at participants' own expense.

Leisure Activities & Tourism

At the Conference Center

In the village there are facilities for tennis (6 courts), archery, volley ball, jogging and mini-golf. Table tennis is also available (rackets can be borrowed in return for a small deposit from the Belambra Club reception) and the beach is nearby.

At the nearby UCPA centre, there are facilities for wind-surfing, sailing and scuba diving.

In the Surrounding Area

Some places of interest in the area are:

- "Les Iles d'Or" (Porquerolles, Port-Croset du Levant), Nice, Les Gorges du Loup (Grasse, Gourdon), Eze and St. Jean Cap Ferat, Biot-Vallauris, Cannes and the islands of Lerins.
- Art museums worth a visit are the Foundation Maeght in St. Paul de Vence, the Picasso Museum in Antibes, the Fernand Leger museum in Biot, the Renoir museum in Cagnes-sur-Mer and the Chagall museum in Nice.
- There are potteries and other craft shops in Biot, Vallauris, Vence, St. Paul de Vence.
- Marseille, more information at <http://www.marseille.fr> and <http://www.marseille-tourisme.com>
- Toulon, more information at <http://www.toulon.com>

Further information about sightseeing can be obtained at the Belambra Club reception.

Shopping Hours

The nearest shops (magazines, toilet articles, etc.) are at "La Tour Fondue", about 10-15 minutes walk from the hotel. Major shopping can be done in Hyères or Toulon.

Opening times of shops in France in general are: Monday through Saturday: 09.00 to 12.00 and 14.00 to 19.00, but many close on Monday.

Useful Information

Passport & Visa Requirements

Please check your passport and visa requirements with your travel agent **before** departure. If you need help to get a visa, please contact the ESF EuroMARC Administrator.

Insurance

The European Science Foundation does NOT provide insurance and does not take any responsibility for accidents or illnesses that might occur during the week or in the course of travel to or from the meeting place. It is therefore the responsibility of participants to check their health insurance requirements.

Calling France / Making Calls within France

The international dialling code to France is 33. When calling within France, a 0 has to be inserted before the full number.

For example: +33 388 767 155 when telephoning from abroad; 0388 767 155 when calling from within France.

Facts for the Traveller

Electricity supply	230V, 50Hz
Time GMT/UTC	plus one hour
Weights & measures	Metric system
Currency	Euro (EUR)