









IRD CIRCULAR

Under the patronage of HRH Prince El-Hassan Bin Talal

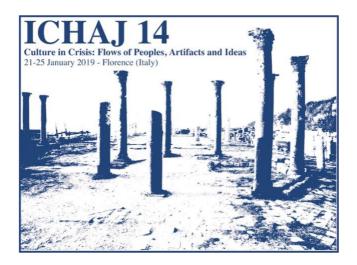
14th International Conference on the History and Archaeology of Jordan

ICHAJ 14

"Culture in Crisis: Flows of People, Artifacts & Ideas"

21st - 25th January 2019

Florence - Italy



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Culture in Crisis: Flows of Peoples, Artifacts and Ideas

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THIRD CIRCULAR

October 1st, 2018

Dear Colleagues,

On behalf of the Organizing and Scientific Committee, we thank you for responding to the 1st and 2nd Circulars of the International Conference of the History and Archaeology of Jordan (ICHAJ 14), which will be held in Florence from the 21st to the 25th of January 2019.

This 3rd Circular includes information on:

- Registration of LISTENERS, fees, payment methods and deadlines.
- Registration of PUBLISHERS and PROMOTIONAL COMPANIES, stands and material information.

REGISTRATION

All Authors of approved Abstracts must complete REGISTRATION for the ICHAJ 14 by the final deadline fixed on the 1st of December 2018

In case of a paper or poster with more than one AUTHOR, at least one must register as a SPEAKER. Registration takes place on the CAMNES website, which is accessible through the ICHAJ 14 official website (<u>ichaj.org</u>) or directly at the following address:

camnes.org/ichaj14-registration

Please fill in the form you will find at this web address in order to complete registration and pay the conference fees explained in depth here below.

REGISTRATION TYPE	Speaker & Author REGISTRATION		Listener REGISTRATION	Publishers REGISTRATION	Promotional Companies REGISTRATION
	REGULAR	STUDENT*	ALL	ALL	ALL
REGISTRATION FEES	EUR 200,00	EUR 150,00	EUR 150,00	EUR 700,00	EUR 300,00

SPEAKER & AUTHOR REGISTRATION includes:

- In-person conference session presentation;
- The option to submit your paper for the proceedings, and participate to the refereeing process;
- Attendance to all plenary and parallel sessions;
- Conference welcome kit (badge, bag, pen, program & abstracts booklet, city plans, notepad, etc.);
- Morning and afternoon teas/coffees, Light Lunches during Conference days;
- Access to social events;
- Conference welcome dinner buffet.

* *STUDENT REGISTRATION*: In order to register as a student, you must upload your student ID or other document attesting your student status during registration within the form on the CAMNES website. If a proper student ID is not uploaded, registration will not take place.

LISTENER REGISTRATION (subject to availability) includes:

- Attendance to all plenary and parallel sessions;
- Conference welcome kit (badge, bag, pen, program & abstracts booklet, city plans, notepad, etc.);
- Morning and afternoon teas/coffees, Light Lunches during Conference days;
- Access to all social Events;
- Conference welcome dinner buffet.

PUBLISHER & PROMOTIONAL STAND REGISTRATION

All promotional stands must be approved by the Organizing committee. Please contact the Secretariat for approval and arrangements (secretariat@ichaj.org) prior to registration.

Publishers may reserve a stand for a fixed fee.

Publishers Conference stand fee: EUR 700,00

PUBLISHER REGISTRATION includes:

- A basic promotional stand with a medium size table (about 1x2m) with a power socket and a Wi-Fi Connection (contact secretary for arrangements);
- Insertion of promotional material (<u>A4 Format, max 500 grams per kit</u>) in the Conference Kit (if sent before Registration deadline, i.e. by December 1st 2018). Contact the Secretariat for arrangements (secretariat@ichaj.org).
- Attendance to all plenary and parallel sessions (for two people);
- Conference welcome kit (badge, bag, pen, program & abstracts booklet, city plans, notepad, etc.) (for two people);
- Morning and afternoon teas/coffees, Light Lunches on the days of the Conference (for two people);
- Access to social Events (for two people);
- Conference welcome dinner buffet (for two people).

<u>To reserve an approved promotional stand</u> please complete the dedicated form through the ICHAJ 14 official website (<u>ichaj.org</u>) or directly at the following address:

camnes.org/ichaj14-registration

CONFERENCE KIT PROMOTIONAL MATERIAL

Promotional material (<u>A4 Format or smaller, max 500 grams per kit</u>) must be approved by the Organizing committee. Please contact the Secretariat for approval and arrangements (<u>secretariat@ichaj.org</u>) prior to reservation.

Once approved, promotional material is inserted within the Conference welcome kit, which will be delivered to all participants.

The insertion of approved promotional material is subject to a fixed fee of EUR 300,00

All approved materials for promotion must be delivered as 'ready' for the insertion within the conference kit. Please contact the Secretariat for arrangements (<u>secretariat@ichaj.org</u>).

<u>To complete an approved promotional material request</u> please fill in the dedicated form through the ICHAJ 14 official website (<u>ichaj.org</u>) or directly at the following address:

camnes.org/ichaj14-registration

FEES PAYMENT INFORMATION

The registration process and all payments are processed by CAMNES.

In order to register and pay the registration fee, ALL participants must become members of the CAMNES Cultural Association (Associazione Culturale CAMNES). The membership is necessary in compliance to Italian Law. Membership does not imply ANY costs or obligations and will automatically expire at the end of the solar year during which the conference takes place (i.e. 31 December 2019). Registration, promotional stand reservation and promotional material kit insertion service may all be paid through the following 3 methods:

1) Money Bank Transfer

- 2) PayPal. This payment method is subject to a higher fee in order to cover the PayPal expenses
- Credit Cards. This payment takes place through PayPal, which may be completed without a PayPal account. This payment method is subject to a higher fee in order to cover the PayPal expenses.

Online payments, further instructions, bank coordinates, PayPal information etc. are all reported in the registration web page: **camnes.org/ichaj14-registration**

CONFERENCE VENUES

(1, 2, 3: see details below)



CONFERENCE SESSIONS University of Florence - Via Gino Capponi, 9 - n.1 on the Map



University of Florence - Via San Gallo, 10 - n.2 on the Map



PLENARY OPENING SESSION

Palazzo Vecchio, Salone dei Cinquecento - Piazza della Signoria - n.3 on the Map



IMPORTANT DATES

December 1st: Registration deadline
December 1st: Poster submission deadline
December 15th, 2018: Final program publication

INFORMATION & CONTACTS

For further information please visit the official ICHAJ 14 conference website <u>ichaj.org</u> or contact the ICHAJ 14 Secretariat <u>secretariat@ichaj.org</u>. For scientific matters please contact the Scientific Committee at <u>scicom@ichaj.org</u>.