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ITP 2015 Conference Booklet

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Chapter 1

Pre-Arrival

1.1 Registration and Conference Fee

In short

- (1) you need to make a bank transfer for the conference fee, and
- (2) you need to email Xingyuan with your details
(xingyuanzhang at 126 dot com)

Xingyuan will then confirm that the payment has been received. Note that if you are Chinese and need a *fa piao* to reclaim the conference fee, you have to send the money to the PLA University directly (see details below).

The early conference fee is RMB 3500, which is approximately £370, \$565, or €530. It must be transferred via bank transfer; we cannot accept any other form of payment. The conference fee includes lunches and dinners during the conference. It also covers the excursion, the conference banquet and the welcome reception.

Early conference fee until 31. July:	RMB 3500
Late conference fee from 1. August:	RMB 4000

Additional banquet dinner:	RMB ??
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Isabelle tutorial (21 – 23 August):	??
Coq tutorial (27 - 29 August):	??

The amount payable needs to be transferred to the account:

Account holder's name: Zhang Xingyuan
Beneficiary bank: BANK OF CHINA
Swift Code: BKCHCNBJ940
Account number: 504066588897
Beneficiary bank address: Nanjing Mei Hua Shan Zhuang
Sub-branch, Nanjing, China
Account holder's address: ??

Please make doubly-sure that your bank transferral contains your full name as reference. Otherwise we will have no idea where the money came from. Please also make sure that your transferral covers all bank fees.

If you are Chinese and need a *fa piao* in order to reclaim the conference fee you need to make a payment directly to the PLA University:

1.2 Hotel Booking

In short, you need to send your details to Chunhan (chunhanwu at 126 dot com). While it is possible to book the hotel via online travel web-pages, the price is much higher. The best is to send Chunhan your arrival and departure dates and he will do the booking for you directly with the hotel.

1.3 Visa

Please be aware that for travelling to China you will need a visa, which you have to apply **beforehand**. It often takes one or two weeks before a visa is granted. Though if you are prepared to pay a higher application fee, then you can shorten the delay to a few days. For the visa you will need an invitation letter, which Xingyuan will send you (xingyuanzhang at 126 dot com). You need to provide him with your name, title, work address, e-mail and paper title (if you present a paper). He will email you the invitation letter.

Chapter 2

Post-Arrival

TBD