



2021 FIE CONGRESS

Participation

1) Place and date

- 27 November 2021
- Lausanne (SUI), SwissTech Convention Center (Rue Louis Favre 2, 1024 Ecublens).

2) Hotel for participants

Hôtel Mövenpick, Avenue de Rhodanie 4, 1007 Lausanne. www.movenpick.com.

3) Agenda

26 November

- Arrival of participants at Geneva airport.
- Covid-19 test at the airport.
- Airport transfer to Mövenpick Hotel (Lausanne).
- Delivery of accreditations.
- Dinner.

27 November

- 8:15, confirmation of participation of NFs at the Congress location.
- 9:00, opening of the Congress.
- 13:00, photo of the Congress.
- 20:00, Congress dinner

For those requiring a Covid test to return to their home country, a service will be provided, timings to be determined.

28 November

- Departure of participants.

Each Federation will receive a link for the following steps:

4) Congress registration

a) Each Federation may register the following participants for the Congress: a first delegate, a second delegate, its Executive Committee members, its commission and council members (Article 3.3.1 of the FIE Statutes) and its members of honour (Article 2.2.2 of the FIE Statutes).

We would like to draw your attention to the fact that only authorised participants (Articles 3.3.1 and 2.2.2 of the FIE Statutes) will be permitted access to the Congress.

b) Proxy: National Federations that will not be attending the Congress and will give a proxy should use the attached proxy form to be sent back to the FIE by email (**meetings@fie.ch**) by 8 November 2021.

5) Room reservations

Reservations for the Mövenpick Hotel must be made on the registration platform.

- First delegate: one (1) single room, free of charge, for two (2) nights
- Other participants: single room at CHF 158.50 per night (breakfast and tourist tax included).
- Check-in: 26 November 2021
- Check-out: 28 November 2021 at 12:00

DEADLINE: 20 September 2021

The FIE cannot guarantee accommodation for reservations made after 20 September 2021.

Cancellation policy:

- Rooms may be cancelled free of charge up to 20 September 2021.
- After 20 September 2021, cancellations will be subject to a penalty of 100% of the invoice amount.

6) Visas

Participants who require a visa and an invitation letter must fill in the **Visa** section of the registration platform.

DEADLINE: 1 October 2021

We strongly advise that you complete your visa procedures as soon as possible and inform us without delay of any issues you may encounter.

Please consult the website below to find out whether you need a visa to enter Switzerland:

https://www.sem.admin.ch/sem/en/home/publiservice/weisungen-kreisschreiben/visa/liste1_staatsangehoerigkeit.html

Any visa fees are to be borne by participants.

7) Health regulations

- a) The applicable regulations are regularly updated by the authorities, and we are constantly monitoring them as the health situation is developing.

In the summer, the Federations will receive the health information relating to entry into Switzerland.

- b) In compliance with the provisions currently in force, the FIE has drawn up a Covid-19 safety plan. The detailed plan will be available on the platform when registration opens and each participant must confirm their agreement with it.

8) Flight information

- a) The National Federations must enter detailed participant flight information so that transfers and Covid tests can be organised.

DEADLINE: 20 October 2021

- b) Airline requirements: each delegate is responsible for obtaining information on boarding conditions (negative test requirement, etc.) from their airline.
- c) Federation first delegate: the FIE will pay each Confederation a subsidy to cover the plane ticket for each Federation's first delegate.

If you encounter any problems when registering or amending details, please contact us at meetings@fie.ch