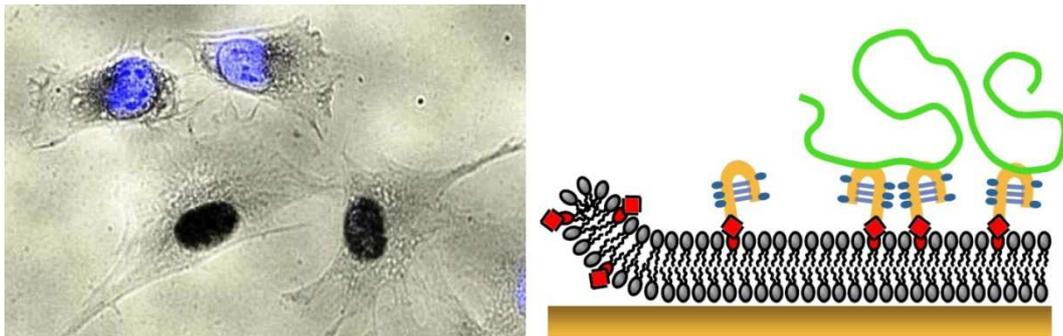




FEBS Workshop



Conference Practical Information Guide

Biological Surfaces and Interfaces

30 June - 05 July 2013

Hotel Eden Roc, Sant Feliu de Guixols, Catalonia, Spain

Chair: **Ralf Richter**, CIC biomaGUNE, ES
Co-Chair: **Catherine Picart**, Grenoble INP, FR
Vice-Chairs: **Eva-Kathrin Sinner**, BOKU, AT;
Katharina Maniura, EMPA, CH

The Conference is supported by:





FEBS Workshop “Biological Surfaces and Interfaces”

Hotel Eden Roc, Sant Feliu de Guixols, Spain

The conference will be held at Hotel Eden Roc, in Sant Feliu de Guixols. Sant Feliu is a small picturesque town situated on the northern Mediterranean coast of Spain, 120 km from Barcelona and 30 km from Girona. The hotel overlooks the sea and is located 1.5 km from the centre of Sant Feliu de Guixols.

Contact:

Mr. Nicolas Siebauer, Hotel Manager
C/Port Salvi 57
17220 Sant Feliu de Guixols, Costa Brava
Spain

Tel: +34 972 320 100

Fax: +34 972 821 705

E-mail: [eden\[at\]caproig.com](mailto:eden[at]caproig.com)

Web: <http://www.caproig.com/index.asp?hotel=ER&idioma=4>

Group Transportation

Group transportation by bus will be arranged on arrival and departure day between Barcelona airport and the hotel. The journey takes approximately 2 hours, depending on traffic. Please see the conference website for departure times.

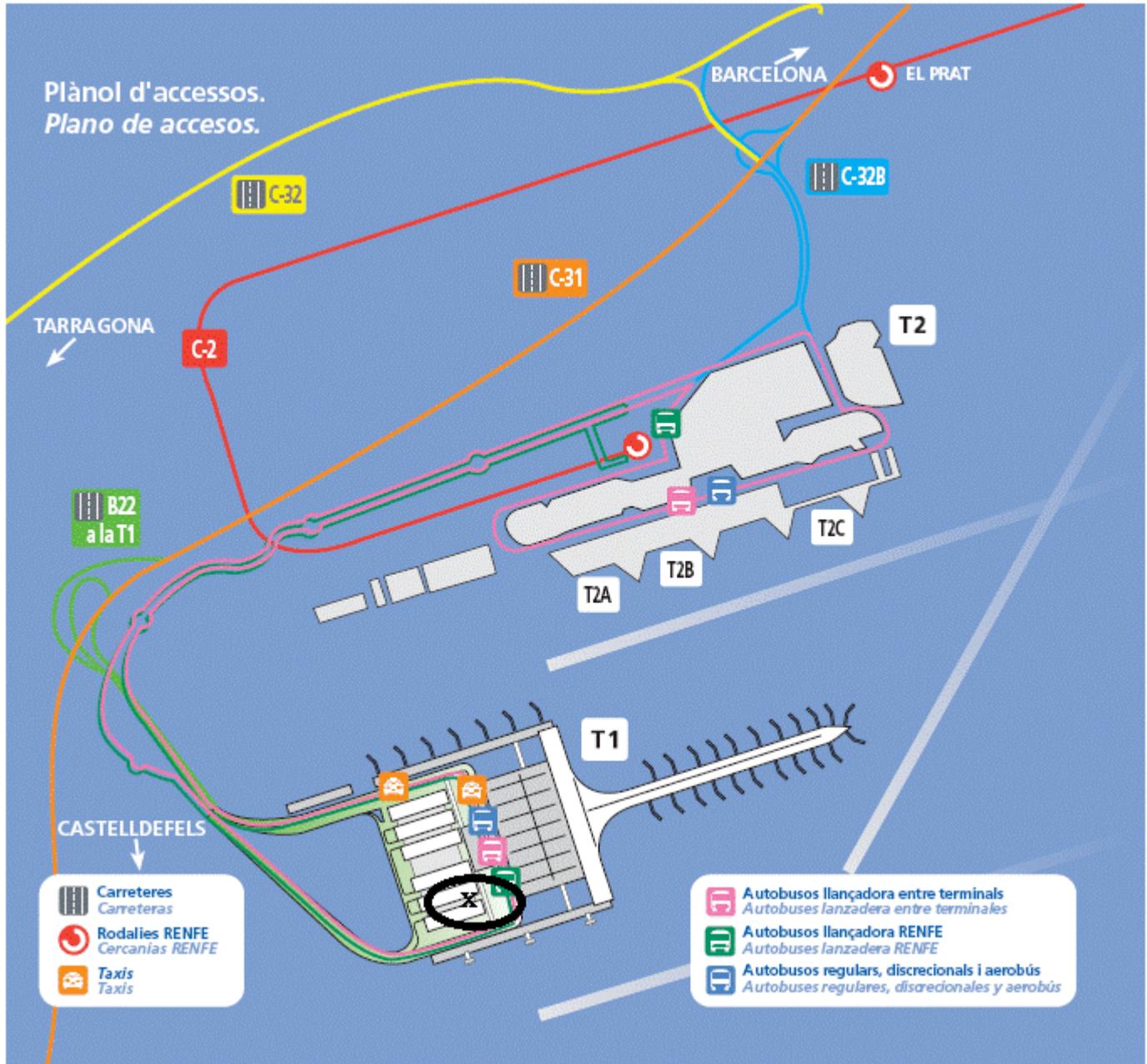
Airport departure points

The buses will wait in the special bus parking area located just in outside of **Terminal 1, level 0**. Each bus has been requested to be at the meeting point 20 minutes before scheduled departure. The buses will have an “ESF Research Conferences” sign in the window.

Note: To go between terminal 1 and terminal 2, you must take the airport shuttle bus, which takes about 10 minutes. [Click here for the list of airlines by terminal.](#)



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Reaching the Venue

By Air

[Barcelona airport](#) is the nearest major airport to Sant Feliu de Guixols. A taxi from Barcelona airport to Sant Feliu de Guixols costs about **EUR 140**. The journey takes approximately 2 hours.

[Girona Airport](#) is smaller, but closer to the venue. A taxi from Girona airport to Sant Feliu de Guixols costs approximately **EUR 45**. The journey takes about 30 minutes.



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By Rail

[RENFE/Spanish National Railways](#) operates frequent train service between Barcelona Airport (Aeropuerto Stn) to Barcelona Sants railway station. Journey time is approximately 20 minutes. Departures from the airport are about every 30 minutes throughout the day until 22.30. Fare is about **EUR 2**.

The nearest railway station to Sant Feliu is Girona. There are trains from Barcelona Sants railway station every 60-90 minutes. The trip takes 2 hours and costs around **EUR 5**.

By Bus

From Barcelona Airport, take the train to Arc de Triomph/Estacio Nord. From Barcelona Estacio Nord (Ali-bei street 80), the [SARFA bus company](#) travels to Sant Feliu de Guixols, to the Carrer Llibertat - Carretera de Girona junction. The buses are scheduled about every hour and cost EUR 12 one way. The trip takes about 2 hours. It is about a 20 minute walk from the bus station in Sant Feliu to the hotel. You can also take a taxi from the bus station to the hotel for about EUR 5.

Alternatively, the “**Aerobus A1**” operates a frequent service between the airport and Plaza de Catalunya. Buses leave every 12-13 minutes from 06.00 to 24.00 from Monday to Friday, and from 06.30 to 24.00 on Saturdays, Sundays and bank holidays. A one way ticket costs EUR 3.45. The SARFA bus station is a couple minutes walk from Plaza de Catalunya. Further information available from Barcelona airport web pages.

The [TEISA Company buses](#) leaves Girona for Sant Feliu approximately every hour, just outside Girona station. Arrival in Sant Feliu de Guixols is at the Monastery Square where you can take a taxi or walk (20 minutes) to the hotel. A taxi from Girona station to the hotel costs around **EUR 35**.

Ryanair flights have a linking bus to Girona centre (the journey takes about 20 minutes) which starts at around 05.00 in the morning. From Girona centre you will have to take a bus to Lloret de Mar ([Sagalès bus company](#)) and then a bus to Sant Feliu ([SARFA bus company](#)).

Please refer to the [Girona airport webpage](#) for more details.

Accommodation and Meals

Accommodation

All participants will be accommodated at Hotel Eden Roc. All rooms have private bathrooms, TV and direct-dial telephones. Non-smoking rooms are available. Spanish, French, English and German are spoken at the conference site.

Single Rooms

Please note that single rooms can only be guaranteed to invited speakers. All other participants will have to share a twin room. In case single rooms become available they will be attributed on a “first come, first served” basis. Only the twin conference fee should be paid to the ESF when registering. The supplement for single should be paid in a second



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moment when availability is confirmed by the venue.

To be put on the waiting list for a single room, please send an email to the conference coordinator.

Meals

Breakfast will be served buffet style from 07.30 to 09.30 hours. Times for lunch and dinner are as shown in the conference final programme. Mineral water and wine are served at lunch and dinner (coffee is served after lunch at the Dali bar). Additional beverages are at the participants' own expense. Coffee breaks will be on the terrace-bar next to the meeting-room, overlooking the swimming-pool.

Non-resident conferees are expected to have lunch and dinner with resident conferees.

Conference Facilities

Conference room

The conference room is located in a separate section, a two minute walk from the hotel reception through the garden. It is equipped with a data projector and two screens for simultaneous projection.

Speakers and participants making an oral presentation (invited lecture and/or short talk) are kindly requested to bring their own laptop or their presentation on a memory stick.

Short talks

There will be no short talks other than those listed on the final programme. The list of abstracts accepted for poster presentation is available on the conference website.

Posters

Posters can be fixed with self-adhesive tape or blu-tack onto double-sided poster panels. Recommended poster size is A0 vertical. Use letters and drawings that can be read from approximately 100 cm distance.

Hotel Services

Telephone

All rooms are equipped with direct-dial telephones. To make an international call, dial “00” followed by the code of the country you are calling. All phone calls should be paid for at the hotel reception before departure. Photocopies may be made, and faxes sent and paid for via the hotel reception.

Internet

Wireless internet access is available at hotel reception, in the bar area as well as in the conference room. A computer is available in the conference room for brief consultations.



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Means of Payment

The hotel accepts the following credit cards: American Express, Diners Club, Mastercard and Visa. It is also possible to cash travellers' cheques and exchange currency at the hotel.

Leisure Activities and Tourism

At the hotel

The hotel has outdoor and indoor swimming pools, sauna, Jacuzzi, small fitness centre, billiards and it is also possible to hire bicycles. Other possibilities are windsurfing, snorkelling, scuba-diving and skin-diving.

In the surrounding area

Some places of interest in the area are:

- the Cap Roig botanical garden, overlooking the sea
- the Faro San Sebastian with its panoramic view of the whole Costa Brava and the medieval village of Pals
- Girona, the capital of the province, which was founded 3000 years ago by the Iberians, with its Cathedral, Arabian baths and old quarter
- the medieval town of Besalu
- the panoramic route to Tossa de Mar and the fortified town Vila Vella
- the [Dali museum](#) at Figueres, designed by the artist himself before his death, and located in the ancient municipal theatre which was restored in 1966.

For further tourist information, click [here](#)

Shopping hours

The shops in Sant Feliu de Guixols are open daily, including Sundays from 09.00 to 13.00 and from 17.00 to 21.30 hours. Some shops are closed on Mondays.

There is an open air market in the town, which dates back to the XVth Century, held every Sunday morning in the Plaça de Espanya and Passeig de Mar.

Practical Information

The international dialling code to Spain is **+34**. Dial +34 972 320 100 when telephoning from abroad; 972 320 100 when calling from within Spain.

Electricity supply: 220V, 50Hz

Time: GMT/UTC plus one hour

Weights & measures: metric

Currency: Euro (EUR)



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Arrival, On-Site Registration & Conference Secretariat

Upon arrival, participants should register with the ESF Conference Coordinator, sign the attendance list and collect their name badges and then check in at the hotel reception.

The conference coordinator will be present for the duration of the conference, taking care of the administrative aspects and the day-to-day running of the conference: registration, issuing certificates and receipts, collection travel tickets, etc.

The conference coordinator will be at the registration desk every morning half an hour before the meeting starts, during coffee breaks, and before and after each afternoon session.

Registration and Payment

Please confirm your attendance by filling in an online **registration form** accessible from the conference website.

Conference fees must be paid by **credit card** (Visa, Mastercard and Eurocard) via the online registration form by the registration deadline. A **150 EUR supplement** is added if full payment has not been received by the registration deadline.

Payments by **bank transfer** are accepted only in exceptional circumstances and will be subject to a **10 EUR supplement**. Contact the Conference Coordinator for details.

Payments by cash and cheque are not accepted.

Cancellation and Refunds

Should you need to **cancel** your participation, please contact the Conference Coordinator immediately. If notice of cancellation is received more than **two weeks before the conference**, all but **EUR 100** will be reimbursed. No refund is possible if notice of cancellation is received less than two weeks before the conference.

Extra Expenses

Any expenses not covered by the conference fee (additional nights, beverages, telephone calls, etc.) must be paid directly to the conference venue during your stay.

Board & lodging for **accompanying guests** (in double room with conferee) must be booked with the conference secretary and paid directly to the venue. Please collect applicable guest fees directly from the venue.



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Accompanying guests are not entitled to take part in any of the actual conference activities (attend talks in the conference room, coffee breaks, etc.). Conference facilities, such as access to the internet, are destined for the sole use of conferees.

Travel Contributions

All reimbursements will be made by post-conference bank transfers. If you have been granted a travel contribution, please provide your bank account details – including IBAN and BIC/SWIFT numbers – in the online registration form.

Photocopies of travel tickets must be returned to the ESF Research Conferences Unit within a maximum of one month after the conference. No reimbursement can otherwise be guaranteed.

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

Travel costs may not be higher than:

- cheapest economy class air fare
- OR second class train fare
- OR bus fare from the participant’s place of work to the place of the event or may be the actual cost of travel, whichever is the lower.

The following may NOT be considered as allowable travel costs and therefore may NOT be presented when claiming the travel contribution:

- taxi fares (in exceptional cases, taxi fares may be reimbursed)
- local travel in the city or locality of the event
- costs of health, life and luggage insurance.

Use of a private/rented car is covered either on the basis of a 2nd class return train fare documented by a certified travel agent, or on actual mileage according to the ESF coefficient applicable at the time of travel.

Passport and Visa Requirements

Please check your passport and visa requirements with your travel agent BEFORE departure. If you need help to obtain your visa, please contact the ESF conference Coordinator.

Insurance

The European Science Foundation (ESF) does NOT provide insurance and do not take any responsibility for accidents or illnesses that might occur during the week or in the course of



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travel to or from the meeting place. It is therefore the responsibility of participants to check their health insurance requirements.