

# **INVITATION TO SUBMIT PROPOSALS FOR ORGANISING THE INTERNATIONAL CONFERENCES ON APPLICATION AND THEORY OF PETRI NETS AND CONCURRENCY, 2013-2015**

The 2011 conference is organised in Kanazawa Japan and the 2012 conference in Tunis City, Tunis.

By this email, we invite bids for the organisation of the conferences in 2013-2015. There is no longer any rule determining when it will be held inside/outside Europe.

Each proposal is expected to make a detailed description of the relevant facilities and conditions as specified below.

The deadline for proposals is February 1, 2011. Please collate all your material in a single PDF-document and send it to the chair of the Steering Committee:

Kurt Jensen: [kjensen@cs.au.dk](mailto:kjensen@cs.au.dk)

If you need any additional information, you are welcome to contact Kurt Jensen directly.

## **Time and date**

The conference takes place in the last week of June. The tutorials and workshops take place on Monday and Tuesday while the conference takes place on Wednesday-Friday. The conference always ends on the LAST Friday of June. There is also a 3-day Petri Net Course, which takes place on Sunday-Tuesday before the conference.

Please indicate in which year(s) you would like to host the conference together with the venue.

## **Organisation**

Which organisation(s) will be responsible for the practical organisation of the conference such as one or more university departments? Who will be heading the organising committee? Do you expect to have any support from your University, from national research organisations, and from local industry? Are there any local associates, PhD students, etc, who can help with the practical organisation? What is the expected number of participants from your home country?

## **Facilities**

Describe the location where you intend to organise the conference. Is it a hotel, conference centre, university, or something rather different?

Sunday we need a room with a capacity of 30-40 people (for the Petri Net course). Monday and Tuesday we need 5 rooms with capacities of 20-40 persons each. There will be one advanced tutorial, the Petri Net Course, and three workshops (each day). Wednesday, Thursday and Friday we

need a single lecture room for at least 150 participants. Please describe the facilities in the rooms (such as computer projectors, etc). We also need adequate rooms for reading e-mail (using desktop computers or participants' laptops) as well as a room for the exhibition of Petri net tools (Tuesday or Wednesday afternoon/evening).

### **Hotels and other forms of accommodation**

Describe the hotels that you intend to use (quality, price, and distance to the conference site). It is important to be able to offer reasonably priced hotels. It is also advantageous if you can offer inexpensive rooms (with limited facilities) near to the conference site. They can be used for students and researchers with limited funding. If available in a sufficient number, they can also be offered to others. Hotel prices and other prices should be specified in EURO.

### **Accessibility and travel information**

A majority of the participants will arrive by air. Please describe the flight connections to/from the nearest airport(s). What are the means of transport and the cost of travel from the airport(s) to the conference hotels/accommodation?

### **Tourist information**

Provide a short description of the nearest city and its surroundings. Are there any attractions that could be visited by the participants as well as accompanying persons? It is not usual to have an excursion as part of the conference. However, in some countries it might be of interest to offer an excursion on the Saturday following the conference. The price of such an excursion is paid by the participating persons (and it is not part of the conference fee).

Where do you intend to organise the conference dinner? It is important to avoid using too much time for bus transportation.

### **Financial issues**

The local organisers are (in all respects) responsible for the financial aspects of the conference. Any profit/deficit is allotted to the local organisers. The fees constitute important selection criteria (together with the travel and accommodation expenses). Hence, it is important that you try to keep the fees as low as possible. The fees that you propose are final. Only in exceptional cases will it be possible to increase them later on.

Please specify your fees in EURO for the following four “packages” (the parentheses show the prices for Kanazawa 2011; the first price is for registration before May 15, while the second is for registration after May 15).

- a) All 5 days (500/580).
- b) 3 conference days (350/400).
- c) 2 tutorial/workshop days (150/200).
- d) 1 tutorial/workshop day (100/150).

Participants who register before May 15 are given a reduction. Members of EATCS and the GI SIG "Petri Nets and Related System Models" are given an additional reduction of 15 EURO. The organisers may decide to give a similar reduction to other Special Interest Groups.

The fees include:

- Lunch and refreshments during breaks on each day.
- Conference dinner on Thursday evening (a and b).
- Participation in the scientific programme.
- A copy of the conference proceedings (a and b).
- A copy of one tutorial/workshop proceedings per tutorial/workshop day (a, b, and c)

When you make your budget remember that you have to pay:

- Conference dinner, lunches and refreshments in the coffee breaks.
- Travel accommodation and all local expenses for 5-6 invited speakers selected by the Steering Committee. To limit the expenses, the Steering Committee always tries to select some of these from your own country or from nearby countries. Moreover, it may be possible for you to get funding for part of these expenses from your University, national research organisations, industry, etc. The invited speakers can participate in all activities without paying any fee.
- Conference proceedings which are printed in Lecture Notes in Computer Science by Springer-Verlag. You get 50 print copies for free. Additional copies can be bought at a discount of 50 % off the list price. There are usually around 350 pages. In 2010 the list prices are:
  - No of pages EURO
  - 300-399 54
  - 400-499 62This means that your price for 100 copies (including the 50 free copies) will be approx. 1500 EURO (plus transportation costs).
- Each organiser of an advanced tutorial or a workshop receives up to 1000 EURO from the conference organisers. For tutorials the money can be used to cover travel and accommodation expenses for the tutorial lecturers and it can also be used to pay their conference fee(s). For workshops the money can be used to cover travel and accommodation expenses for invited speakers at the workshops or to publish the proceedings in a more prominent way. This means that you will have to pay a maximum of 8000 EURO.
- Each of the six lecturers/organisers of the Petri Net Course receives 200 EURO from the conference organisers. The Petri Net Course is an excellent way to attract students, PhD students and IT-professionals from private companies to the conference. Hence it may be a significant source of income for the organisers – if well advertised.
- Print of workshop proceedings, tutorial material and material from the tool exhibition (e.g. as booklets in one of your local research series).
- A dinner for the steering committee and the invited speakers of the conference (15-20 persons).

## **Co-location with other conferences**

Sometimes we co-locate with other conferences, e.g. the International Conference on Application of Concurrency to System Design. Proposals to co-locate with other conferences are very welcome.

## **Conference guidelines**

If you have not already obtained a copy of the conference guidelines (dated August 2010), please download it from the Petri Nets World web-pages before making your application:

<http://www.informatik.uni-hamburg.de/TGI/PetriNets/sc-info/>

The guidelines provide a lot of useful information for potential organisers.