

To: Participants – **BioEnergy III: Present and New Perspectives on Biorefineries**
(<http://www.engconfintl.org/11aa.html>)

Please read this information as it may help answer questions you may have. The conference web site listed above also contains information (both program and tourist) that you may wish to review before you leave for the conference.

Conference program

The final program can be downloaded at www.engconfintl.org/11aa.html

The conference will begin on Sunday, May 22 at the **Gran Melia Salinas** in Costa Teguisse, Lanzarote. Check-in for registrants will begin at 4:00 pm. For those who arrive at the hotel early, room keys will be given out as rooms become available. There will be a welcome reception at 6:00 pm and dinner is scheduled for 7:00 pm. All room locations will be posted.

Conference Hotel Information

Gran Melia Salinas, Costa Teguisse, 35508 Lanzarote, Spain
Phone: +34-928-590-040 - Fax: +34-928-591232

By registering for the conference, your hotel room for the nights of Sunday, Monday, Tuesday, Wednesday and Thursday (May 22, 23, 24, 25, 26) is included in the registration fee. The conference concludes with lunch on Friday, May 27.

Transportation to the Gran Melia Salinas

Unless you have rented a car, please go to the taxi area.

Travel delays

If your plane is late or you are otherwise delayed, I would appreciate a telephone call (cell phone: +1-914-484-7349) and also an email (Barbara@engconfintl.org).

Bringing a guest at the last moment?

If you decide to bring a guest at the last moment, you must contact Kathy at ECI (kathy@engconfintl.org), pay for your guest, and give the ECI site staff proof of payment.

Weather

The average high temperature for the week of May 22 should be in the high 70s (F) while the average low should be in the mid 60s (F) in the Heredia area. (www.weather.com) Bring appropriate clothing as well as sun block and insect repellent. Don't forget your swimsuit!

Internet Access

Wireless Internet access is available at the hotel, with no additional cost.

Technical Sessions

The room where the technical sessions will be held is air conditioned and so will be much cooler than outside. Be prepared for the temperature difference.

Notes for Speakers

A computer projector and PC laptop are provided. For ease of transition between speakers, we would prefer that you load your presentation on the conference computer that ECI is providing. **All presentations must be loaded prior to the session.**

Be sure to bring a very brief biography for introductions.

It is vital that you keep to your given time – and please be certain that you leave enough time for questions/discussion. Keeping in the tradition of these conferences, please be available during the conference to participants for questions and discussion. Meals and social hours are perfect for discussion.

For accompanying guests/family

Please inform your guest that although conference participants have an early breakfast before the morning sessions, breakfast is available until about 10:30 AM.

Optional Excursion

We hope that everyone will be joining the optional excursion on Tuesday. We'll eat our boxed lunches on the way to **Timanfaya National Park**, an awesome volcanic landscape that has barely changed since its eruption in the 1730s and covers a quarter of the island's surface. The Visitors' Center has a permanent display and audio-visual presentations that explain the origins of the island, the recent volcanic activity that formed the park, and the flora and fauna of what appears at first glance to be a dead landscape. We'll see the El Diablo restaurant where cooking is done on a grill, which is placed over a hole where the thermal heat cooks the food. From there we will go to the **Cesar Manrique Foundation** and the **Museum of Contemporary Art** – the former celebrates the life of the local Lanzarote artist, Cesar Manrique, and the latter has many works by notable artists, including Picasso. Sign-up will be during check-in on Sunday.

Miscellaneous

* If you have special **dietary needs** (e.g., vegetarian, allergies, etc.), please make sure we are made aware of them during registration. Practically all of the meals are buffet so you will have choices (and the dishes are labeled). Vegetarians will be given a card to identify themselves to the wait staff at the sit-down meals. Please retain this card all week.

* A conference evaluation/questionnaire will be distributed electronically either on Wednesday or Thursday. Please complete and return it as your comments will be very useful to ECI, the conference chairs, and the future chairs. We are especially interested in your suggestions for future content.

* Smoking is not allowed at any conference functions and participants are asked to turn their cell phones to *vibrate* or *off* during technical sessions.

* Telephone: As with most hotels currently, telephones are seen as a profit center so make your telephone calls accordingly, or preferably, use your cell phone or purchase a phone card.

* Dress: ECI conferences are casual.

* Please remember any office supplies or other special equipment you may need. The resort is in a remote location and supplies are extremely limited.

ECI Site Staff

Franco Berruti will be the technical liaison from the ECI Conferences Committee on site and I will be the ECI staff representatives on site.

Last minute questions?

Through Friday, contact the ECI office at +1-212-514-6760. ECI staff will be at the hotel by Saturday afternoon. If you need to contact me, my cell phone number is 1-914-484-7349.

We all look forward to your participation and thank conference co-chairs **Jesus Arauzo**, **Cedric Briens**, and **Dietrich Meier** for all their hard work and dedication in putting together this conference.

We wish you a safe trip and an intellectually stimulating conference.

Best wishes,

Barbara Hickernell, CAE
Director
Engineering Conferences International