GENERAL INFORMATION

PLACE AND DATE OF THE SYMPOSIUM

The Symposium takes place in Florence (Italy) in the Palazzo dei Congressi (Piazza Adua, 1 – Florence - Phone: +39-055-49721) on April 4-7, 2001.

CONGRESS BUILDINGS

CONGRESS PALACE	Room A Room B Room C Poster Display Registration Exhibition
LIMONAIA	Poster Display

SECRETARIAT DESK

The following services are available at the secretariat desk:
registration (pre-registered members and on-site registrations)
secretariat
information
incoming mail and messages
lost and found

Opening Hours

Wednesday, April 4:	12.00 pm – 6.30 pm
Thursday, April 5:	8.30 am – 7.00 pm
Friday, April 6:	8.30 am – 7.00 pm
Saturday, April 7:	8.30 am – 4.00 pm

REGISTRATION

Only registered members may participate in the scientific sessions and attend the social events offered by the Symposium. The late enrollment fee (after January 15, 2001) will be charged even if the registration form (without payment) has been received before that date.

The registration fees for the Symposium are as follows: (all amounts given in Italian Lire)

	After January 15, 2001
Participants	Lit. 850,000
Accompanying Persons	Lit. 200,000
Students*	Lit. 460,000
	(V.A.T. included)

(*) Student rate registrations are available to those who can demonstrate their student position by presenting a statement from their Head of Department or Institute.

All participants are entitled to:
- attend all Scientific Sessions
- attend the Opening of the Symposium and the Welcome Reception
- receive Final Programme and Abstract Book
- Coffee Breaks
- ticket for the Concert

All accompanying persons are entitled to:
- attend the Welcome Reception
- ticket for the Concert
- ticket for the Visit of S. Maria Novella, its Cloisters, and its Pharmacy

All students are entitled to:
- attend all Scientific Sessions
- attend the Opening of the Symposium and the Welcome Reception
- receive Final Programme and Abstract Book
- Coffee Breaks
- ticket for the Concert

FOR ITALIAN PARTICIPANTS ONLY
All the Italian participants with the VAT/IVA number must indicate this number (and the corresponding address) in the registration form (DPR 633/72).

The regular invoice of the registration will be sent only to those who have indicated the fiscal code and/or the IVA number (compulsory if available) of the actual payer.

PRESS REGISTRATION
Working press from newspapers, magazines, radio and television stations, and medical publications will be registered free, provided that they can officially demonstrate their position.

BADGES
The official name badge must be worn for admission to all sessions and other activities of the Symposium. Badges will show different colours:

BLUE	Organizers
RED	Invited Speakers and Chairpersons
WHITE	Participants
GREEN	Students
YELLOW	Accompanying Persons

CERTIFICATE OF ATTENDANCE
Certificates of Attendance will be available on request at the end of the Symposium at the Registration Desk. The request form is enclosed in the Symposium envelope.

OFFICIAL LANGUAGE
The official language of the Symposium is English; no simultaneuos translation will be provided.

SCIENTIFIC EXHIBITION
During the Symposium an exhibition of technical instruments and products is held in the meeting area.

ELECTRICITY
The electrical current is 220 volts, 50 Hz.

MAIL AND FAX
During the Symposium, mail may be addressed to the participants:
PPARs 2001 – FONDAZIONE GIOVANNI LORENZINI MEDICAL SCIENCE FOUNDATION
c/o Palazzo dei Congressi – Piazza Adua, 1 – Florence (Italy) – Telefax: +39-055-4973303.

POST OFFICE
The main post office is located in Via Pellicceria. Opening hours: 8.15 – 19.00 (Saturday: 8.15 - 12.30 - Sunday closed).

BANK
The branch of the Cassa di Risparmio di Firenze located on the ground floor of the Palazzo Affari (in front of the Palazzo dei Congressi, across the garden) will operate a counter for participants. Opening hours: 8.20 - 13.20 and 14.35 - 15.35. Saturday and Sunday closed.

TELEPHONES
Telephone calls can be made from the pay telephones (phone cards) placed in the Palazzo dei Congressi. Cards can be purchased in the bars and from the door keeper.

COFFEE BREAKS
Coffee Breaks will be offered to all registered participants at the Palazzo dei Congressi from Thursday, April 5 morning until Saturday, April 7 morning.

LUNCHES
A list of nearby restaurants and cafeterias is included in the Symposium paper envelope.

CASH - BAR
Cash-bars is available for the participants in the Palazzo dei Congressi.

INSURANCE
Registration for the Symposium implies that the participant agrees that neither the Scientific Organizing Committee nor Fondazione Giovanni Lorenzini nor Giovanni Lorenzini Medical Science Foundation assume any liability or responsability whatsoever. The Symposium participants are request to make their own arrangements for medical, travel and personal insurance. The Scientific Organizing Committee cannot assume liability for changes in the programme due to external circumstances.

TRANSPORTATION
Pisa Galileo Galilei and Florence Peretola airports are served by several international airlines. Pisa airport is about 90 km from Florence, but a shuttle train operates every hour between the airport and the main railway station in Florence. The trip lasts approximately 65 minutes.
Florence airport is only 4 Km from the centre of town. Bus and taxi transportation is available between the airport and downtown Florence. An airport taxi will charge approximately Lit. 35,000 for the journey to the city centre.
Rome Fiumicino international airport is connected by train with Florence railway station. For further information and updated train schedule please contact your travel agency.
Intercity trains connect Florence with Milan (approximately 2h 45) and Rome (approximately 2h). The main railway station in Florence is S. Maria Novella near the Symposium Centre.

TRAVEL AGENCY
A representative of NEWTOURS S.p.A. will operate at the Travel Agency desk.

SCIENTIFIC PROGRAMME INFORMATION

The Scientific Programme will include Plenary Lectures, Plenary Sessions, Workshops, Sponsored Symposia and Poster Sessions for contributed papers.

RULES FOR CHAIRPERSONS
Every effort must be made to keep strictly to the time-table of the scientific sessions.
Chairpersons are asked to interrupt speakers if they exceed the period of their presentation.

NOTICE TO ALL SPEAKERS (Slide Centers, Projection Facilities,...)
Presentations and discussions must be given in English.
SLIDE PROJECTIONS: Only one projector, for 50 mm x 50 mm slides (standard style with plastic frame, not cardboard), is available in each session room. All slides must be arranged in the exact order for your presentation. Please hand them to the person in charge at the slide center of the session room, *30 minutes* before the start of each session. There are test projectors for your use at the slide center, located nearby the corresponding room where you may preview slides to check the order and orientation. Immediately after finishing the session, please ask at the slide center for your slides.
POWER POINT PRESENTATIONS: Power Point presentations will be accommodated with an LCD-panel projection system. Your CD Roms and floppy disks may be previewed for antivirus scanning and for checking the slide files in the slide center of the room where your lecture takes place. If speakers use their own computer, it must be given to the room technician *half an hour before the start of the session or during the breaks.*
For any other service please contact directly the Secretariat desk.

POSTER PRESENTATION

POSTER NUMBER:	the programme number corresponding to your abstract will already be posted at the top of the board. The authors must use the board with this number when setting up their poster.
MOUNTING OF POSTERS:	the mounting and the removal of the posters must be done by the authors according to the following schedule: *Mounting:* Wednesday, April 4 between 14.00 and 18.00 *Removal:* Saturday, April 7 - afternoon at the end of the Symposium. The Organizers are not responsible for any item, including posters, left in the room.
POSTER DISPLAY:	is for the duration of the Symposium.
AT LEAST ONE OF THE AUTHORS:	is required to attend his or her position during the scheduled time: **Thursday, April 5 from 12.30 pm to 2.00 pm** **Friday, April 6 from 1.00 pm to 2.00 pm** **Saturday, April 7 from 12.30 pm to 2.00 pm**

Please Note:
- "Poster assistants" will be present for any information or help the authors may need.
- Facilities for slide projection are not available at the site of poster presentation.
- Photocopies made from the reduced photograph of your poster and any additional material may be distributed by the author(s) during the poster discussion.

LAST-MINUTE COMMUNICATIONS
A notice-board will be placed in the Symposium area, where any last-minute programme changes and other essential information will be posted. Participants are kindly asked to check this board frequently.

SOCIAL PROGRAMME

Tickets will be required for all the Social Events, irrespective of whether or not a charge is made. No admittance to the events will be possible without presentation of the Symposium badge for the Welcome Reception and for the Concert and without the presentation of the ticket for the Visit of S. Maria Novella, its Cloisters, and its Pharmacy. Participants who have not yet booked themselves for the Social Events can apply for available tickets at the Social Programme Desk.

SOCIAL EVENTS (for participants and accompanying persons regularly registered)

Wednesday, April 4, 2001 (evening)
Event No. 1 (offered)

h. 19.00 **WELCOME RECEPTION** at the Palazzo Borghese (Via Ghibellina, 110 - Florence)

Thursday, April 5, 2001 (evening)
Event No. 2 (offered)

h. 21.00 **ORGAN CONCERT** in the Basilica of Santa Croce (Piazza S. Croce, 16 - Florence)

SOCIAL EVENT (for registered accompanying persons)

Thursday, April 5, 2001 (morning - half day)
Event No. 3 (offered)

S. MARIA NOVELLA, ITS CLOISTERS, AND ITS PHARMACY
(Tour by foot - Lunch not included)
Departure time: 9.00
Meeting point: Social Programme Desk in the Secretariat Area.

The Dominicans friars settled in this area in the 13th century and built the pure gothic sytle church of Florence here. Masaccio, Ghirlandaio, Filippino Lippi and many other artists embellished it with spectacular works of arts. The Dominicans owned all the area around the church where they established a pharmacy, as early as 1612. They grew herbs and prepared medicines, balsams and ointments, they distilled herbs and flowers and made essences which became world wide famous over the centuries. This tradition is still alive today.

Please note that ticket for the Tour is *valid* for 1 person *only*.