



**30th European Conference of the International Lesbian and Gay Association
12th ILGA-Europe conference**

Vienna, Austria, on 30 October - 2 November.
Organised in association with Hosi Wien

COVER LETTER

October 6th, Brussels

Dear friends,

We are writing to provide you with the final documents for our annual conference.

Organizational matters

The third mailing consists of 8 documents which are attached and can be also downloaded from our website at <http://www.ilga-europe.org/conference>.

Please bring your copies of the documents with you to Vienna, only a limited number of copies of these documents will be available at the conference.

The 3rd mailing consists of the following documents:

1. Final agenda
2. Proposals and amendments
3. Annual report from the Executive Board
4. Report on finances and budget for 2008/2009
5. Audited accounts for 2007-2008
6. Election Preparation Committee's presentation of the candidates to the Executive Board and the candidates' election statements
7. Conference workshop programme
8. Report from ILGA-Europe representatives to the ILGA World board

Practical information

- There is a possibility for childcare at the conference. Participants that require childcare at the conference are requested to contact beth@ilga-europe.org by October 13.
- There will be a space provided where you can display and share with other participants your visual and printed materials such as magazines, leaflet, brochures, videos and DVDs, posters etc. You can either bring these materials with you or send them in advance to the conference

co-hosts for display at the Information Market. Please identify clearly that the materials you are sending are for the ILGA-Europe Conference.

Postal address of the Conference co-hosts: Hosi Wien, Novorogasse 40, 1020 Wien. Tel: +43 (0) 1 216 6604

At the Information Market we will also organize a facility for showing videos and DVDs. This is your chance to show your visual materials to other participants at the Conference. If you would like to show your videos or DVDs during the Conference, please let us know in advance so we can arrange the time and appropriate equipment. We need to know the title, the length, what format your materials are in and what equipment you require for the demonstration.

In order to avoid confusion and to ensure all of your materials are included we encourage you to send all necessary details in advance so we can arrange all the necessary equipment, but also plan the demonstration schedule and harmonize it with the Conference Working Programme.

Please send your information to: juris@ilga-europe.org

As during the previous ILGA-Europe Conference, there will be a notice board located at the Information Market where you can post your messages, advertisement or announcements to all or individual participants of the Conference.

- Participants are requested to register at the registration desk on arrival before going to their hotel. Attending the conference events without being registered is not allowed. Registration will take place from Wednesday between 12.—and 14.00 and again between 17.30 and 19.00 and every day between 30th and 2nd at times to be announced at the conference venue: Hotel Ibis Wien Mariahilf.

We are looking forward to meeting you all in Vienna and wish for a fruitful conference to all of us.

Yours sincerely,

Executive Board of ILGA-Europe