

Travel and Accommodation

We are delighted to welcome you here at CERN for the second edition of the Sparks! Serendipity Forum, taking place from 17 to 18 November 2022. It is our pleasure to host you and cater for your needs during your stay. However, as we are a public institution, we need to follow certain rules and limitations imposed by the Organization.

Travel

We are happy to reimburse your travel expenses (plane or train) up to a certain amount imposed by CERN, against receipt. This limit corresponds to the average price of an economy flight from your location of departure on 15/16 November until 19/20 November to and from Geneva, Switzerland.

Additionally, we highly recommend that you purchase your ticket as soon as possible, choosing an option with a flexible cancellation policy.

Please contact our logistics coordinator Marika Flygar (<u>marika.flygar@cern.ch</u>) when you are booking the ticket, so she can provide you with the exact maximum amount of reimbursement.

Please note that scanned copies of tickets and receipts should be sent to Marika after the event and within 6 months following the return date.

Transfer

Regardless of whether you are coming by plane or train, we will pick you up at the airport or train station and bring you to the CERN facilities.

Accommodation

We want to give all our speakers the authentic CERN experience and we have arranged accommodation at the CERN hotel inside our sprawling campus. The rooms are simple, but it will be the easiest and most comfortable option for you. The rooms are pre-booked from 15 - 20 November and we will amend the reservation depending on individual travel arrangements.

Meals

All meals will be provided and taken either on-site at the main CERN restaurant, or at downtown Geneva locations. Please let Marika know about any dietary requirements.

