Dear Colleague,

We are happy to inform you that the initial selection of the presentation proposals for this year’s conference has already been completed and we are working on the Book of Abstracts and a provisional programme at the moment.

We are pleased to confirm that the following well-known scholars have agreed to present **plenary talks** at our conference:

- **Prof. David Green**, University of London
- **Prof. Hanna Komorowska**, University of Social Sciences and Humanities/University of Warsaw
- **Prof. Carmen Muñoz**, University of Barcelona
- **Prof. Simone Pfenninger**, University of Zurich
- **Prof. David Singleton**, Pannonia University/Trinity College

In less than three months the conference will already be in progress. At present almost 80 participants are on the list. The provisional conference programme and the list of confirmed participants will be placed on our website (http://www.icfsia.us.edu.pl) by the 10th April. If you notice any mistakes or
omissions in the programme, the book of abstracts or the list of participants, please let us know.

As you know, the conference will take place in our favourite place, the holiday resort of Szczyrk in the Beskidy Mountains, southern Poland. The dates are 19th to 21st May 2016 (arrival on Wednesday the 18th May is recommended). The conference venue will again be the Hotel META.

In spite of slightly higher hotel prices, the conference fee hasn’t changed for the fourth consecutive year: PLN 1000 (€280, US$ 320) for those who wish to stay in a double room and PLN 1200 (€350, US$ 400) for the participants who prefer to use single rooms. The rooms will be distributed on the first paid – first served basis. An approximate number of participants who can be accommodated at the conference hotel is 100. The fee covers all the participation costs, including the accommodation, conference materials, the meals together with the conference dinner and the cost of subsequent publication.

The fee must be paid not later than the 10th April 2016 to our conference account at the University of Silesia, the account number is: 74 1050 1214 1000 0007 0000 7909, the beneficiary: Uniwersytet Slaski w Katowicach, ul. Bankowa 12, 40-007 Katowice, Poland, the title of the payment: ICFSLA + your name. The swift code of the bank is INGBPLPW. For payments from abroad it is customary to extend the IBAN number by PL added in front of the account number. It is very important that you mark the payment with the sub-account name ICFSLA and your name, because otherwise the financial department will not know where to allocate the money and we will not have your name on the list of those who have paid. To ensure that the money transfer is properly registered, please send us also a fax of the payment document to (+48 32) 3640809. All the money transfer costs and bank charges must be paid by the participant.

Those participants who fail to make the payment before the deadline, or prefer to pay at the conference desk, will have to add further PLN 150 (€40) to the fees
specified above. We regret that no card transactions can be made at the conference desk, we only accept cash payments.

**IMPORTANT:** Everyone who wishes to receive an invoice (Faktura VAT) issued to the home institution should make sure that the money is transferred by the institution, and not from a private bank account of the participant. It is a policy of our financial department not to issue the bills to a different person/institution than the one who actually made the payment. If, for some reason, it is impossible for the university to transfer the money for conference participation and the staff members are asked to make the payments by themselves, we suggest that in order to ensure that the bill will be issued to the sending institution the transfer should be made by a postal order with the name of the institution as the payer. Bank transfers from private accounts will always be treated as paid by the account holders. If the fee is paid at the conference desk in cash, there is no problem with issuing the bill to the university.

There will be a **bus service**, taking the participants from Katowice to the conference site in Szczyrk. The departure will be scheduled for around 6 p.m. on the 18th May 2016, but we could wait a couple of minutes if your train arrives in Katowice slightly later. One of our staff members will be waiting for all participants at the gathering spot which will be announced later. If you wish to use our shuttle bus, please let us know by the 10th April 2016 at the latest.

Also, if you know that for any reason you will be unable to participate in the conference and you wish to cancel your participation, we would be grateful for this information, as this would save us many organisational problems.

For conference-related matters please contact the Conference Organisers at the following address:

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