



## BULLETIN n. 2

### 1. Location of the Meeting

- Postal address (during the meeting) Pisa Meeting  
Hotel Hermitage  
57037 La Biodola - Isola d'Elba (LI)  
ITALIA
- Telephone: ++39 0565 9740
- Telefax: + 39 0565 969984
- E-mail: pisameet@pi.infn.it

### 2. Registration

Registration will start on Sunday May 20 from 4 p.m. at the Hotel Hermitage (Main Secretariat) and at the Hotel del Golfo.

The conference fee will be paid at the Registration Desk upon arrival. All major currencies will be accepted, as well EC, traveler or personal cheques.

**We are sorry but we are not able to accept credit cards.**

Participants willing to make bank transfer money may use the following account:

*Monte dei Paschi di Siena*  
*IBAN: IT80L0103014003000000316237*  
*BIC: PASCITM1PI2*

Account name:

*Associazione Frontier Detectors for Frontier Physics*

Ref: *Pisa Meeting 2012, fee of (participant's name)*  
(transfer fee at the sender's charge)

**Copy of the payment receipt should sent in advance and shown at the registration desk.**

### 3. Hotel Accommodation

Participants will be accommodated in the hotels according to the preference requested and/or room availability. **The final hotel accommodation will be communicated on May 7.**

Participation fees cover full board at the assigned hotel, including dinner on Sunday May 20 and breakfast on Saturday May 26, as well as gala dinner and social occasions. Lunch for all participants will be always served at the Hotel Hermitage.

Hotel accommodation has to be paid directly at the Hotel. Major currencies, traveler, personal cheques, and credit card will be accepted.

**Cancellations** of the Hotel reservation should be made before **May 12**. After this date the Hotel will charge the entire cost of accommodation and we will have to ask the cancelling participants to pay for the total cost.

### 4. Social activities

Social activities are foreseen on Tuesday May 22 evening and on Wednesday May 23. An "open air" gala dinner is planned on Thursday May 24.

During daytime, a minibus facility for short trips within the island will be available upon request for the companions.

Final details will be provided at registration.

### 5. Preliminary calendar of sessions

On web site you can find the preliminary list of sessions, the relevant topics and the name of the session conveners. The final and detailed program, as well a copy of the abstracts, will be available at the beginning of the Meeting.

## 6. Instruction to contributors

Contributors are requested to provide an electronic copy of their talk or poster in a portable format (e.g. PostScript, Power Point or PDF), that will be timely published on the web. Files can be provided via flash pen driver or via the internet as files obtainable by FTP copy.

Poster format is 70 cm (w) x 90 cm (h). **As for each session a summary review of the poster is planned, poster contributors are requested to provide the Organizers two transparencies summarizing their work.**

## 7. Proceedings

The Proceedings of the Conference will be published, as for the previous meetings, as a special issue of Nuclear Instruments & Methods.

**We inform the Authors that manuscripts will not be accepted if they have been published elsewhere or are expected to be published elsewhere.**

The length of the contributions for final publication is (including title page and figures):

four pages for oral contributions

two pages for poster contributions

The journal's submission and the peer review process is managed entirely online using Elsevier's Editorial System (EES). Instructions for submission will be given directly to the authors as soon as available.

**As it is strongly requested by the scientific community that Proceedings appear within few months from the end of the Meeting, manuscripts have to be uploaded before leaving the conference.**

**The deadline is therefore May 26<sup>th</sup>, 2012.**

## 8. Welcome hotel cocktail

Hotel managers, on Sunday May 20 at 7.30 p.m., will offer welcome cocktails at Hotel Hermitage and at Hotel del Golfo.

## 9. Transportation

Conference buses on **Sunday May 20** are foreseen as following:

- Leaving Fiumicino Roma Airport (International arrivals): 11.00 a.m.
- Leaving Fiumicino Roma Airport (International arrivals): 2.00 p.m.

**The meeting point for participants is at the International Arrivals terminal, in the hall located in front of the baggage claim area.**

- Leaving Pisa airport "G.Galilei" at 15:30

**The meeting point for participants is at the International Arrivals gate, in the main hall of the airport.**

Conference buses on **Saturday May 26**

- to Fiumicino Roma airport at 6:30 - expected arrival at 12:00
- to Pisa airport "G.Galilei" at 6:30 - expected arrival at 10:00

**For any problem please contact the conference secretariat at the following numbers:**

**+ 39 0565 974627 or 628**

**+39 334 8998639 (mobile)**

## 10. Ferry connections

Updated timetable of ferry boat connections are available on the following WEB Site:

<http://traghetti.elbalink.it/>

Participants coming by car are invited to **book personally well in advance** the wanted ferry (the return trip too). Please note that tourist traffic is heavy in that period!

## 11. Minibus connections

Conference minibuses will be available upon request from Ferry arrival at Portoferraio harbor to the Hotels, calling the conference desk. **(+39) 0565-974627 or 628**

## 12. For any information

XII Pisa Meeting – Scientific Secretariat

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