



October 1-5, 2012  
Laboratori Nazionali di Legnaro (Padova), Italy

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## FINAL CIRCULAR

### SCOPE OF THE CONFERENCE

SNEAP is a community of personnel involved with electrostatic particle accelerators and their use. Founded in 1968, the organization gathers annually to discuss and exchange information to the benefit of all those who attend.

The topics covered include ion sources, electrostatic and rf accelerators, telemetry and control systems, cryogenic systems, safety issues and many other topics relevant to the operation of small to medium sized electrostatic accelerator laboratories. The meeting format includes laboratory reports, contributed papers and open discussions.

Attendees include representatives from Universities, National Laboratories, and Industrial Research Laboratories from the U.S. and many other countries including Argentina, Australia, Canada, China, Croatia, Finland, France, Germany, India, Italy, Japan, South Africa, Spain, Switzerland and others.

### GENERAL INFORMATION, VENUE and TRAVEL

**VENUE:** the Symposium will take place at Laboratori Nazionali di Legnaro INFN (Sala Villi), from Monday October 1st to Friday October 5th (lunch time). The Laboratori Nazionali di Legnaro are located in Viale dell'Universita' 2, Legnaro (Padova), Italy, ph. +39-049-8068311. Legnaro is only 10 Km (6 miles) from Padova. Details on the routes to the Laboratories are available on the conference website.

**REGISTRATION:** it will open on Sunday 30<sup>th</sup> September at 17:30 (at Caffè Pedrocchi) and will continue on Monday, October 1<sup>st</sup>, at 8:30 (at Laboratori Nazionali di Legnaro).

**WELCOME RECEPTION:** the Organizing Committee will be glad to welcome SNEAP 2012 participants at a Welcome Reception, which will be served on Sunday, September 30<sup>th</sup>, at 18:30, at Caffè Pedrocchi. Caffè Pedrocchi is located in Padova downtown, Via VIII Febbraio 15.

**TRANSFER FROM VENICE AIRPORT:** Please, be informed that for participants arriving at Venice Airport, there are also private shuttle services from the Airport at the cost of about 30-35€ per person (70€ after 22:30). The service must be booked 24 hours in advance by contacting:

**LANDOMAS BLUE SERVICE** - <http://www.landomas.it/> - e-mail: [landomas@landomas.it](mailto:landomas@landomas.it) - Ph. [+39] 049 8600382 - mobile ph. [+39] 335 8417474 - fax [+39] 049-8809553.

or

**AIRSERVICE** - <http://www.airservicepadova.it/en/contacts> - e-mail: [reservation@airservicepadova.it](mailto:reservation@airservicepadova.it), [airservice@taxipadova.it](mailto:airservice@taxipadova.it) – ph. +39 049 8704425 – fax +39 049 8705050.

For any help, please, contact the SNEAP 2012 Secretariat at [sneap12@lnl.infn.it](mailto:sneap12@lnl.infn.it).

### **BUS TRANSFERS FROM PADOVA HOTELS TO LEGNARO LABORATORIES**

Bus transfers have been organized daily between the hotels in Padova and LNL for those participants who have requested this service in the registration form. **Since the bus can stop only for a few seconds, participants are kindly recommended to be on time at the pick-up points.** If you miss the bus, you can use the regular blue buses of the SITA company directed to “Agripolis” or “Piove di Sacco” or call a taxi (<http://www.taxipadova.it/> - ph. 049 – 651333).

In the evening, the buses will return participants to the same points.

#### **PICK-UP POINTS**

The pick-up points of the bus “MICHIELOTTO Autoservizi” (remember this name to recognize the bus) will be:

**For participants lodging at Hotel Igea:** leaving the hotel, go straight about 50 meters till the crossroad with Via Falloppio, turn on the left; just after the newsagent’s there is a SITA bus stop.

**For participants lodging at Hotel M14:** leaving the hotel, turn on the left and then on the first road on the left (Via Carlo Cerato). You will reach Via Cavalletto, cross the road on the pedestrian strikes, you will find a bus stop.

**For participants lodging at Hotel Donatello:** the bus will stop in front of hotel “Casa del Pellegrino”, Via Cesarotti (just on the left side of the Basilica del Santo).

#### **PICK-UP TIMES**

##### **Monday, October 1<sup>st</sup>**

- 7:30 Hotel IGEA
- 7:45 Hotel M14
- 7:50 Hotel DONATELLO
- 17:30 back to the hotels

##### **Tuesday, October 2<sup>nd</sup>**

- 8:00 Hotel IGEA
- 8:15 Hotel M14
- 8:20 Hotel DONATELLO
- 17:15 back to the hotels

##### **Wednesday, October 3<sup>rd</sup>**

- 8:00 Hotel IGEA
- 8:15 Hotel M14
- 8:20 Hotel DONATELLO
- 13:30 For companions joining the excursion: Hotel DONATELLO (Pick-up point Casa del Pellegrino) to LNL
- 14:30 social excursion starting from LNL
- 23:00 back to the hotels from Restaurant.

##### **Thursday, October 4<sup>th</sup>**

- 8:00 Hotel IGEA
- 8:15 Hotel M14
- 8:20 Hotel DONATELLO
- 17:30 back to the hotels

##### **Friday, October 5<sup>th</sup>**

- 8:00 Hotel IGEA
- 8:15 Hotel M14
- 8:20 Hotel DONATELLO
- 14:30 back to the hotels

## Symposium SCIENTIFIC PROGRAMME

The updated scientific programme of the conference is available on the Conference web page.

### Oral Contributions

Speakers are allowed for a total time of 30 minutes (25' talk + 5' discussion). Please, check the scientific programme for details about the allotted time of your contribution.

### Poster Contributions


Posters may be affixed starting from Monday, October 1st. The dimension requested is A0 format (841 × 1189 mm). The poster session is scheduled on Thursday, 4th October, from 15:30 to 17:30.

### Proceedings

Following the SNEAP heritage, the Symposium acts will be published putting together the oral presentation slides in PDF format on an electronic support as Proceedings of the Conference.

Paper submission is not mandatory, nevertheless we encourage the submission of papers for the oral and poster presentations.

Contributions may be submitted using the INDICO interface. To insert your pdf file:

- ✓ Please make sure you are "logged in" (top right corner).
- ✓ Click on "My contribution" in the main menu on the left (only available after registration and linked to your abstract).
- ✓ Click on "Add Material" icon .
- ✓ Under "Upload File" browse to search for your file and finish with "upload".

Presenters may also submit an electronic version of their manuscript at the conference registration desk or by e-mail (sneap12@lnl.infn.it). The deadline for submitting the contributions is the end of the Symposium.

## REGISTRATION and ACCOMMODATION

	Before or on July 15, 2012	After July 15, 2012
PARTICIPANT	350€	400€
ACCOMPANYING PERSON	150€	150€

The Participant registration fee includes:

- ✓ the Welcome Reception on September 30<sup>th</sup>, at Caffè Pedrocchi (Padova);
- ✓ daily transportation between Padova hotels and the conference site and back;
- ✓ lunches at LNL canteen from Monday, October 1<sup>st</sup> to Friday, October 5<sup>th</sup>;
- ✓ conference proceedings;
- ✓ the social excursion on Wednesday, October 3<sup>rd</sup>;
- ✓ the conference dinner on Wednesday, October 3<sup>rd</sup>;
- ✓ the visit to the Giotto's Cappella degli Scrovegni on Tuesday, October 2<sup>nd</sup>.

The Accompanying Person's fee is 150€ and includes:

- ✓ the Welcome Reception on September 30<sup>th</sup>, at Caffè Pedrocchi (Padova);
- ✓ the social excursion on Wednesday, October 3<sup>rd</sup>;
- ✓ the conference dinner on Wednesday, October 3<sup>rd</sup>;
- ✓ the visit to the Giotto's Cappella degli Scrovegni on Tuesday, October 2<sup>nd</sup>.

Details about registration, fee payment and accommodation are available on the Conference website.

Payment can be made by credit card using the e-payment system of the Agenzia Leonardi's web page ([https://www.leonardiviaggi.com/sneap\\_do\\_en.php?htl=1](https://www.leonardiviaggi.com/sneap_do_en.php?htl=1)) or by bank transfer. Agenzia Leonardi will confirm your reservation and will acknowledge payment after receipt of the fee. Receipts will be issued for each registrant. For any query about accommodation and fee payment you can contact Ms. Raffaella Marafon from Agenzia Leonardi ([raffaella@leonardiviaggi.com](mailto:raffaella@leonardiviaggi.com)).

## SOCIAL EVENTS

- A **Welcome Reception** will be held on Sunday, **September 30<sup>th</sup>, at 18:30** at Caffè Pedrocchi (<http://www.caffepedrocchi.it/>), Via VIII Febbraio, 15 - Padova. Caffè Pedrocchi is a renowned historical café built by the architect Giuseppe Jappelli during 1826-1831. It was built in a Neoclassical style and was later donated to the City of Padua.
- A visit to the **Giotto's Scrovegni Chapel** (<http://www.cappelladegliscrovegni.it/>) is possible on Tuesday, **October 2<sup>nd</sup>, from 19:00 to 20:00**. The Scrovegni Chapel, a masterpiece in the history of painting in Italy and Europe in the 14th century, is considered to be the most complete series of frescoes executed by Giotto in his mature age. Groups of maximum 24 people are admitted per visit. Visit for two groups have been booked, one at 19:00, the second at 19:20. Visits last a total of about 30 minutes, including the time needed at the entrance to stabilise the interior microclimate. Pets, bags, videocameras, cameras, food and drinks are not allowed inside the Chapel. Mobile phones must be switched off. Tickets will be given at SNEAP 12 registration desk upon request during the morning or afternoon sessions. Participants have to reach the meeting point (Piazza Eremitani) by **18:40**. Details will be given at registration desk.
- A **Social Excursion** to Este and Montagnana will take place on Wednesday, **October 3<sup>rd</sup> at 14:30 (bus departure)**. Companions who have regularly registered may reach LNL by MICHIELOTTO bus, starting at 13:30 from hotel Donatello pick-up point (see details above). Details on the excursion are available at: <http://agenda.infn.it/getFile.py/access?resId=0&materialId=0&confId=4687>.
- The **Conference Dinner** will take place at Villa Liviangior (<http://www.liviangior.it/villa-en/home.html>) Via Tevere 11, Padova, on **October 3<sup>rd</sup>, at 19:30**, after the excursion. After the dinner, the bus will take participants back to the hotels.

Looking forward to seeing you at Laboratori Nazionali di Legnaro,

### The Organizing Committee

Davide Carlucci (Chair)  
Augusto Lombardi  
Osvaldo Carletto  
Daniele Ceccato  
Maria Francesca Moisio  
Marco Poggi

### CONTACT ADDRESS

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