

<u>CRITERION</u>	<u>REQUIREMENTS</u>
Access by Air	Convenient for international air travel access from all continents.
Weather	Predicted to be warm and dry with low humidity and precipitation.
Time of Year	Spring or fall, avoiding the dates of other major veterinary congresses.
Airport	Must be “user friendly” and cater to those not speaking the local language.
Travel to City Center	Should be efficient and inexpensive with easy onward travel to hotels.
Geographic Location	Should offer interesting options for pre- and post-Congress tours.
The City	Should be attractive to overseas visitors and easy to navigate. Should offer many interesting opportunities for local tourism for accompanying people.
Hotels and Costs	There must be a good range of hotels, including some at lower cost. The availability of student-type accommodation for residents/students is an added advantage.
Local Organisation	It is very important that there are one or two local veterinarians to assist with local organisation.
The Congress Center	Venue should be a modern, state-of-the-art conference facility, preferably with a history of hosting medical or veterinary scientific conferences.
Anticipated Local Attendance	A high attendance from local veterinarians is expected.
Taxation	
Welcome Reception	

Local Theme Evening

Gala Dinner

Sponsorship Opportunities

There must be a favorable national taxation environment for non-profit organizations

There must be a suitable venue to showcase the Congress.

This has been one of the highlights of previous Congresses. Thought must be given as to venue, feasibility, format, etc.

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The Congress must be held in a location that is attractive to potential sponsors and where they can derive benefit from being heavily involved.

<p>Other Support</p> <p>Other Events</p> <p>PCO and Costs</p> <p>Simultaneous Translation and Costs</p> <p>Requirements for Meeting Space and Social Events</p>	<p>The support of local veterinary associations, convention bureaus, etc., is a significant advantage. A reception involving local dignitaries is also desirable with the prerequisite that it is fully or partially sponsored.</p> <p>Other attractive local events (e.g. festivals) are an advantage as long as they do not conflict with Congress events.</p> <p>A competent, responsive and committed PCO is absolutely essential. PCO contracts will be subject to full legal review.</p> <p>The official language of the Congress is English. The need for simultaneous translation will be based on geographic location, anticipated attendance from various parts of the world and cost.</p> <p>Main theatre to seat at least 1,500 delegates.</p> <p>Three rooms each seating 500-750 and two rooms each seating 150 delegates simultaneously for Continuing Education Sessions.</p> <p>Six to ten rooms seating 75-150 delegates each for Workshops.</p> <p>Speaker Ready Room and Speaker Hospitality Room.</p> <p>Three to four Committee Rooms.</p> <p>Rooms for Pre-Congress Industry Seminars: those mentioned above can be used for these sessions.</p>
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Rooms for Residents' Pre-Congress Seminars: those mentioned above can be used for these sessions.

Room for Pre-Congress ISVD Meeting: those mentioned above can be used for these sessions.

Commercial Exhibition space of at least 3,500 m².

Facilities for coffee breaks and boxed luncheon, ideally in the Commercial Exhibition space.

Space for the Welcome Reception, ideally in the Commercial Exhibition space.

Facilities for a Local Theme Evening at or external to the Congress Center.

Space for a Gala Dinner if held separate from the Local Theme Evening.