



# Interlaken Bid Document for hosting the FIG Working Week 2020

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## Welcome

Dear FIG President, Dear FIG Council and Office Members, Dear FIG Delegates,

The Swiss member association in FIG, the "Swiss Association for Geomatics and Land Management" **geosuisse** together with the "Swiss Federal Office of Topography swisstopo" and the "Swiss Land Management foundation" as partners, is proud to express its interest to organize and host the FIG-Working Week 2020. It is our pleasure to submit herewith our bid documents for hosting this prestigious FIG event in Switzerland in 2020.

We hope that our bid will find your interest. We are looking forward to your feedback and also to present our bid during the General Assembly at the FIG Working Week in May 2016 in Christchurch, New Zealand.

With our best regards,

geosuisse – the Swiss association for "Geomatics and Landmanagement"

President



Rudolf Küntzel

Vice-president



Thomas Glatthard

Treasurer



Petra Hellemann

## Motivation

Switzerland has been a founding member of FIG in 1878 and was a strong supporter ever since. Switzerland also was host to several congresses in the past, i.e. in 1981, 1961, 1949, 1931, and 1930.

We see Switzerland as an ideal host country still today; it has a long and on-going tradition and experience in hosting prestigious international congresses and events and can offer the full range of landscape and nature experiences, as well as technical and professional issues to look at.

The last time Switzerland has been host to an FIG event was in 1981, when the XVI FIG Congress took place in Montreux. We think it is time again to invite the international FIG community to our country, which not only lives on its beauty, but which is also challenged by many technical and engineering issues.

Switzerland is the host country of many international and UN agencies and organizations. The geographical closeness will allow FIG to benefit from setting up joint workshops with those and to network with them.

Switzerland has been very active within the FIG Commission 7 over the last 20 years and contributed a lot to the international community. We see the potential benefit on our part to promote our profession and attract the young generation. The FIG will certainly benefit from networking within its Commissions and with the international organizations.

## Letters of Support

- from Interlaken municipality (p. 5)
- from Swiss Federal Office of Topography swisstopo (p. 6)
- Economic support by Canton of Berne (Standortförderung Kanton Bern) (p. 7)

# Einwohnergemeinde Interlaken



## Gemeindepräsidium – Mayor of Interlaken

General-Guisan-Strasse 43  
Postfach 97  
3800 Interlaken  
Tel. 033 826 51 41  
gemeindeschreiberei@interlaken.ch  
www.interlaken-gemeinde.ch

Attention of:  
Mrs. Dr. Chryssy Potsiou  
President of the International Federation of  
Surveyors FIG

3800 Interlaken, in October 2015

## Working Week of the International Federation of Surveyors-FIG 2020

Dear Mrs. Potsiou

I refer to the above-mentioned event, for which Interlaken is being considered as a potential location. As Mayor of Interlaken I would like to express my support for this important international event and assure you that we would be delighted if you were to hold it here in Interlaken.

Our town is a very unique and special place to hold a conference and has a great deal to offer both conference organisers and delegates alike. The town has been internationally renowned for many years as a tourist and business travel destination and it is easy to see why.

Firstly, the astounding natural beauty of the area is second to none. The town of Interlaken is situated between two picturesque lakes and at the foot of some of the most stunning mountain scenery in the Alps. The idyllic location makes it an inspiring place for both holidays and business.

Interlaken is situated in the centre of Switzerland and is easily reached from all major European cities as well as the international airports of Zurich and Geneva. Both highways and an extremely efficient Intercity rail network link Interlaken to major arrival ports and cities.

Interlaken is a compact town, which does not require motorised transport to negotiate it. All the major hotels are within 5 to 10 minutes' walk of the Congress Centre Kursaal Interlaken as well as shops, banks and other amenities. Over 1800 hotel rooms in the 2–5 star segment as well as many hostels are at your disposition here. As an outdoor-paradise, Interlaken also attracts a lot of young guests, therefore, it also offers, apart from prestigious hotels, many affordable accommodations. The hotels are of a high standard and welcome a great many international visitors annually, following a tourist tradition with a history of over 100 years.

As you can see, Interlaken really does have a great deal to offer visitors. It would be our pleasure to host the 2020 FIG Working Week and to welcome both its organisers and its delegates from around the world.

Yours sincerely,

Urs Graf  
Mayor of Interlaken



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

Federal Department of Defence,  
Civil Protection and Sport DDPS  
**Federal Office of Topography swisstopo**

CH-3084 Wabern, swisstopo, wic

International Federation of Surveyors FIG  
Kalvebod Brygge 31-33  
DK-1780 Copenhagen V  
DENMARK

Contact person: wic  
Wabern, 2 November 2015

### **FIG Working Week 2020 in Switzerland**

Dear Mrs. President

For the Federal Office of Topography swisstopo – as the National Mapping Agency of Switzerland and affiliate member of FIG – it is with great pleasure to extend our support for the bid of geosuisse to hold the FIG Working Week 2020 in Switzerland.

Switzerland has been one of the founding members of FIG in 1878 and has been a strong supporter of FIG ever since. As an affiliate member, swisstopo has itself been very active in FIG-Commission 7 over the last 20 years and is proud of the achievements that have been made.

Switzerland has a lot to offer to the FIG community: topographic features not only offer the ideal background to social tours, but they also are at the base of many professional challenges that surveyors had to face and are still facing today. Switzerland also has close links with international organizations and is centrally located within Europe. There are well maintained and efficient infrastructures and an innovative professional community, which offer a suitable basis for any international conference. swisstopo, therefore, would be very happy when Switzerland would be chosen as host for the FIG Working Week in 2020.

With my best regards

Dr. Fridolin Wicki  
Director swisstopo

Federal Office of Topography swisstopo  
Dr. Fridolin Wicki  
Seftigenstrasse 264, CH-3084 Wabern  
Tel. +41-58 469 03 10  
Central office +41-58 469 01 11  
fridolin.wicki@swisstopo.ch  
www.swisstopo.ch



**Tourismus und Regionalentwicklung**  
Münsterplatz 3  
3011 Bern  
Telefon 031 633 41 20  
Telefax 031 633 40 88  
info.tourismus@vol.be.ch  
www.be.ch/wirtschaft

Bundesamt für Landestopografie  
Dr. Daniel Steudler  
Seftigenstrasse 264  
3084 Wabern

Martin Tritten, Tel. 031 633 40 75  
martin.tritten@vol.be.ch

Bern, 21. November 2014

### FIG-Working Week 2019 in Interlaken

Sehr geehrter Herr Dr. Steudler



Mit Ihrem Schreiben vom 11. November 2014 an Adrian Studer, Vorsitzender der Geschäftsleitung beco Berner Wirtschaft, orientieren Sie über Ihr Vorhaben zur Akquisition des Kongresses der internationalen Vereinigung der Vermessungsingenieure 2019 in Interlaken. Ihre Initiative begrüßen wir und wir danken Ihnen und den Verantwortlichen des schweizerischen Verbands für Geomatik und Landmanagement für das Engagement.

Die Durchführung des Kongresses mit über 2'000 Teilnehmenden am Standort Interlaken liegt auch in unserem Interesse. Gerne sind wir bereit, im Falle des Durchführungsentscheids für Interlaken einen à fonds perdu-Beitrag in der Maximalhöhe von CHF 150'000.— in Aussicht zu stellen.

Halten Sie uns über die Entwicklungen zur Vergabe orientiert. Wir wünschen Ihnen für die Bewerbung viel Glück!

Freundliche Grüsse

Standortförderung  
Kanton Bern

Daniel Wüthrich, Leiter Tourismus und Regionalentwicklung



Fr 30.10.2015 14:42

Tritten Martin, VOL-BECO-SFBE <martin.tritten@vol.be.ch>  
FIG Working Week

An Steudler Daniel swisstopo

Cc Wüthrich Daniel, VOL-BECO-SFBE

Sehr geehrter Herr Steudler

Besten Dank für Ihr Schreiben vom 19. Oktober 2015 mit welchem Sie uns darüber informieren, dass der obenerwähnte internationale Kongress aller Voraussicht nach mit einer Kandidatur für 2020 in Interlaken den Zuschlag erhalten könnte.

Gerne bestätige ich – nach Rücksprache mit Herrn Daniel Wüthrich, Leiter Tourismus und Regionalentwicklung – unsere Bereitschaft für die Unterstützung der Veranstaltung, wie wir diese auch schon in unserem Schreiben vom 21.11.2014 für eine allfällige 2019er-Ausgabe in Interlaken geäußert haben.

Freundliche Grüsse

Martin Tritten, Fachexperte Tourismus  
Telefon +41 (0)31 633 40 75, [martin.tritten@berneinvest.com](mailto:martin.tritten@berneinvest.com)

Standortförderung Kanton Bern, Tourismus und Regionalentwicklung  
Münsterplatz 3, 3011 Bern  
Telefon +41 (0)31 633 40 77, Telefax +41 (0)31 633 40 88, [www.be.ch/wirtschaft](http://www.be.ch/wirtschaft)



## Bid for Hosting the FIG-Working Week 2020

### Host city

The proposed host city is **Interlaken** with its **Congress Centre Kursaal**, which is ideally located in close proximity of several hotels and public transport stations. Interlaken is a relatively small city, but with a big international tourist reputation and with considerable tourist visits. All facilities are within walking distance, which will make the FIG Working Week into a real networking event. Testimonies to that are several similar sized events held in Interlaken every year, among them the Swiss Economic Forum, which is held annually in Interlaken since 2011.

### Possible dates

In close cooperation with the host city, we can offer the following possible dates for the Working Week 2020 in Interlaken: 8-15 May / 15-22 May / 19-26 June.

### Capacity and Affordability of Host City

Interlaken offers the full scope of accommodation, from 5-star-hotels to backpacker hostels. The majority of hotels is in the 3- to 4-star range, with a total of available bedrooms of approx. 3000. The pricing of the hotel rooms in the 3- to 4-star range is between EUR 95-200).

Interlaken has many restaurants covering the full price range. It is the hub of a dense public transportation network, which can take the host virtually to the top of mountains. Interlaken is a major centre for outdoors activities including hiking, thus offering the full scope of affordability.

### Accessibility

Interlaken is ideally connected to the international airports Zurich, Basel and Geneva. There are frequent and direct train connections to and from these airports with a travel time of approx. 1.5 to 2h. Once the conference participants are in Interlaken, all facilities are within walking distance. For individual travelling, there is parking space available at the congress centre.

For supporting the attendees, we plan to organize a support and information service at the major airports and a voucher system to travel to Interlaken.

## Budget

The preliminary budget (see page 30) foresees expenditures of EUR 1,004,900 and an income of EUR 1,354,700, resulting in a surplus of EUR 349,800. The Local Government of the Canton of Berne is sponsoring the rental costs for the congress centre (see also page 8).

Based on a total attendance of approx. 1,500 participants, we plan for the following registration fees:

	Early Bird Registration	Standard Registration	On-site Registration
Delegates	EUR 600	EUR 700	EUR 800
Students	EUR 50	EUR 50	EUR 50
Daily Registration			EUR 250
Accompanying Persons	EUR 200	EUR 200	EUR 200

## Technical and Social Tours

Interlaken is in itself a major tourist destination with plenty of possibilities for social activities and technical tours. With the topographically challenging alpine environment around Interlaken, there were and still are many technical problems to be solved, requiring the expertise of surveyors. We therefore can offer a full range of interesting technical and social tours.

Possibilities for technical tours:

- engineering projects (dams, monitoring of movements, water power generation at Grimsel, extra-long railway tunnel at Lötschberg);
- impact of climate change (recession of glaciers, areas of accelerated landslides, other environmental impacts);
- water management (Aare river between Thun and Berne, remote regulation of rivers and lakes, water power stations, potential of water as power battery);
- land management and consolidation projects;
- avalanche protection, protective forests;
- use rights and restrictions (alpine corporation rights, forest rights, common property rights).

Possibilities for social tours:

- sightseeing of old medieval city centres in Berne and Thun;
- vineries along lake of Thun;
- boat trips on the alpine lakes;
- train trip to highest train station in Europe (Jungfraujoch);
- several historic sites with cosy restaurants and coffees.

## **Technical Program**

The technical program will provide for all ten Commissions in a highly professional and scientific manner. The congress centre will allow to run parallel sessions and workshops in rooms fully equipped with all necessary presentation tools. The technical program will be planned in close cooperation with the FIG Commission, but we will also look for a close cooperation with the international organizations and agencies based in Switzerland, as well as with the local geoinformation and surveying community.

## **Suggested Theme for the Working Week**

### *Sustainability through Stability*

Motivation: with this theme, we would like to reflect the FIG and international developments affecting our profession and where the challenges and opportunities are. At the same time, we also would like to make a link to the situation of Switzerland and Interlaken where the Working Week will take place, a country which has a stable economy and a strong education system and a city located in a challenging topography.

## **New initiatives and activities**

At the moment, there are a few initiatives and activities in progress in Switzerland, which we aim to cooperate with or even integrate into the FIG event in Interlaken:

- GeoLab: is a project to bring our surveying profession closer to high school students in order to attract the younger generation;
- GEOWave program by SOGI: for a young, strong and innovative geoinformation community
- FIG Young Surveyors Network: we embrace the idea of the YSN and we will discuss potential activities in coordination with them;
- Cadastral projects: Think Tank "Dimension Cadastre", establishing the new Cadastre on Public-Law Restriction, investigating the accommodation of 3D into the cadastre;
- Very long railway tunnels;
- BIM as an integral part in land and building management.

## **Sustainable conference environment**

Interlaken as a host city and the proposed Congress Centre Kursaal is a somewhat different setting for an FIG Working Week. It is not a congress centre in a large capital city, but it rather is a congress centre with all hotels, public transport and other facilities within walking distance, it is an ideal site for networking among colleagues and friends within the whole FIG community.

### Committee Members

In a first preparatory phase, our committee consists of the following members:

- Peter Dütschler, Geo-Thun, Swiss delegate to FIG Commission 6
- Jürg Kaufmann, past president geosuisse, Honorary Member FIG
- Christian Kaul, head of Department for Geoinformation, Office for Spatial Development, Canton of Zurich
- Dr. Alexander Kohli, BSB + Partner, Swiss delegate to FIG Commission 8
- Dr. Jürg Lüthy, SWR Geomatik AG, Swiss delegate to FIG Commission 3
- Prof. Bertrand Merminod, EPF Lausanne, ENAC INTER TOPO, Swiss delegate to FIG Commission 2
- Dr. Daniel Steudler, swisstopo, Swiss delegate to FIG Commission 7 (chair)
- Prof. Andreas Wieser ETH Zürich, IGP, Swiss delegate to FIG Commission 5

We are very much looking forward to present us and our bid at the FIG Working Week in Christchurch, New Zealand.

On behalf of the organizing committee,



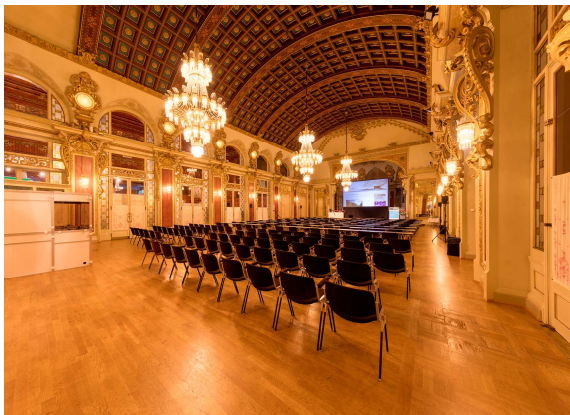
D. Steudler

Daniel Steudler  
Bern, 30 November 2015

## **Presentation of Interlaken and the Venue**

In cooperation with "Interlaken Congress & Events", we prepared an information and promotion brochure for Interlaken, which is included in this document on the following pages. It provides more detailed information about the city, venue and other aspects relevant for hosting the FIG Working Week.

# EVENTFUL INTERLAKEN



## FIG Working Week 2020

### Basic indications for the event

Possible dates: 8th to 15th May 2020  
15th to 22nd May 2020  
19th to 26th June 2020

Number of persons: approx. 1,500 participants

Program: Friday  
Council meeting and dinner

Saturday  
ACCO meeting, administrative meetings  
ACCO dinner

Sunday  
General Assembly and welcome reception

Monday to Wednesday  
Opening ceremony/Plenary session  
Exhibition  
Technical program (5-8 parallel sessions)  
Technical/social tours  
Cultural evening/Foundation dinner or  
Commission dinners/Free evening

Thursday  
President's Meeting  
General Assembly  
Farewell reception

Friday  
Council meeting

## ADVANTAGES OF SWITZERLAND AT A GLANCE



- Ease of access
- Good infrastructure (five airports)
- High standards of quality
- Political and economic stability
- Major significance of Switzerland as an important business and research location
- Reliability and punctuality are considered very important
- Respect for the environment and high awareness of ecological issues – Switzerland is committed to sustainability
- Tradition meets modernity: historic Grand Hotels / modern design hotels
- Cosy atmosphere and genuine hospitality
- Good price-performance relationship
- Low VAT rate (8%) and simple, quick reimbursement after the event
- Neutral and international: Switzerland's popularity as headquarters of international organizations
- Rich culture (four national languages)

## COOPERATION WITH SWITZERLAND CONVENTION & INCENTIVE BUREAU (SCIB)



The Switzerland Convention & Incentive Bureau is a national non-profit organisation and is part of Swiss Tourism. Its aim is to position Switzerland as worldwide qualitative leading destination for meetings, incentives, conventions and events (MICE). This can amongst others be done thanks to local professional partners. The Congress Centre Kursaal Interlaken AG is a proud member of the SCIB and maintains a close cooperation. More information can be found in the category „meetings“ on the website: [www.myswitzerland.com](http://www.myswitzerland.com).



## 7 UNBEATABLE ARGUMENTS FOR INTERLAKEN AS PERFECT CONGRESS DESTINATION



### 1) IN THE HEART OF EUROPE, IN THE HEART OF SWITZERLAND

Switzerland is one of the most attractive countries to organise a congress. All year long, visitors from all over the world are drawn to Interlaken. This is where tradition meets modernity, this is where nature lovers meet luxury enthusiasts and extreme sports fans. Surrounded by an impressive chain of mountains and two lakes, Interlaken is truly a gem. The ideal place to combine work and pleasure.

### 2) DISCOVER INTERLAKEN CONVENIENTLY ON FOOT

Interlaken has over 1'500 rooms in its three- to five-star hotels. Each hotel is located in close proximity of the Congress Centre and can conveniently be reached on foot. Consequently, your guests do not need to arrange additional transport in the city. They save time and money and have the opportunity to do some healthy exercise.

### 3) IDEAL NETWORKING POSSIBILITIES

Since Interlaken is a small town and everything is within walking distance, there are great networking possibilities, since people are not lost in a big city but are all within a few kilometres. This facilitates the exchange between congress participants and leads to a more productive congress.

### 4) ADEQUATE ACCOMMODATION FOR EACH TASTE AND EACH BUDGET

We will find the appropriate accommodation for you within your budget – be it a good value hostel, a nice middle class hotel or luxurious five-star lodging.

### 5) CONGRESS – UND SEMINARROOMS FOR OVER 1'500 DELEGATES

The Auditorium with its innovative architecture and the stylish, historic ambiance in the halls of the Kursaal in harmonious union – these are the striking features of the Congress Centre Kursaal Interlaken. A total event area of 5'000 m<sup>2</sup> (54'000 sq ft) and a capacity for over 1'500 people make it suitable for almost any occasion.

### 6) FROM CATERING TO ACCOMMODATION: WE ORGANISE EVERYTHING FOR YOU

Successful events are based on exact planning, many years of experience, good contacts and most particularly attention to detail. This is our core competence. We excel because we offer you an all-in-one organisation

### 7) EXCITING EXCURSIONS IN FRONT OF SOME OF THE MOST FAMOUS MOUNTAINS

Interlaken is situated between two lakes, surrounded by a beautiful chain of mountains, amongst others the world-famous trio Eiger, Mönch and Jungfrau. The city is predestined for amazing excursions in the nature. You can climb onto breath-taking heights, just like secret agent James Bond once did and enjoy the view. Be it nature, culture or action, we offer the perfect excursion for every taste.

## HOW TO GET TO INTERLAKEN



Interlaken is centrally located in the heart of Switzerland and can easily be accessed by train, coach or private cars due to its excellent international road and train connections.

### TRAIN CONNECTIONS

There are several international train connections directly to Interlaken:

- Basel 152 km direct (1h55')**
- Berlin 973 km direct (9h10')**
- Bern 57 km direct (55')**
- Brussels 722 km
- Frankfurt 474 km direct (4h55')**
- Geneva 216 km (2h40')**
- Hamburg 959 km direct
- Milano 261 km
- Munich 433 km
- Paris 627 km (5h05')
- Zurich 118 km (1h55')**



### DIRECT FLIGHT CONNECTIONS

Switzerland has five airports, of which four are ideal to get to the congress city Interlaken. The airports in Zurich and Geneva have direct access to the most efficient train system in Switzerland. From Zurich-Airport, it will take approx. 2h to get you to Interlaken and from Geneva-Airport approx. 2h50'. The airports in Basel and Bern have efficient bus connections to the nearest train station.

### TRANSFER AND WELCOME AT THE AIRPORT OR TRAIN STATION

The first impression counts: we would be happy to organize a welcome desk at the airport or train station for you, should you wish to warmly greet your guests upon their arrival. Additionally, we can assist you with the purchase of train tickets as well as with the organization of airport transfers by shuttlebus, taxi or in fancy limousines.

### TRANSPORT IN INTERLAKEN

Most of the hotels in Interlaken are within walking distance to the congress centre and the train stations. Therefore, there is no need for transportation in Interlaken. The only transport that will be needed is from the airport to Interlaken, which will take you through some of the different landscapes of Switzerland to the wonderful and scenic Bernese Oberland.

## CONGRESS CENTRE KURSAAL INTERLAKEN – QUALITY TO CONVINCIE!



The Congress Centre has 19 different rooms altogether, of which three are halls of over 900 m<sup>2</sup> (9'700 sq ft). All the halls are flooded with daylight and can be accessed directly. Other than these, there are stylish halls of more than 300 m<sup>2</sup> (3'200 sq ft) at your disposal. This makes Interlaken one of the most attractive congress destinations available in the Alps.

Rooms	Foyer Auditorium	Auditorium	Concert Hall	Congress Hall	Theatre Room	Ball Room	Club Casino	Grimsel 1 + 2	Harder 1 + 2	Brünig 1 - 3
Concert	-	1'200	1'262	960	724	320	100	110	80	130
Seminar	-	543	735	648	396	270	57	60	42	60
Banquet	-	-	1'156	824	416	320	112	-	-	-
Reception	750	-	1'500	1'000	500	300	100	-	-	-
Surface in m <sup>2</sup>	900	1'000	1'200	920	435	312	140	115	80	183
Length in m	-	-	-	39	29	24	13	21.5	15	25
Width in m	-	-	-	23.6	15	13	10.8	5.3	5.5	8/11



## CONGRESS CENTRE KURSAAL INTERLAKEN – MODERN AND HISTORIC SETTINGS

The Congress Centre Kursaal can offer historic buildings and a modern Auditorium. Please notice that the workshop rooms are not included in this map. For your purpose, we would recommend to use the rooms as followed:

### **Auditorium:**

Plenary session

### **Auditorium ground floor:**

Registration

### **Auditorium first floor:**

Poster exhibition

### **Ball Room, Club Casino, Concert Hall:**

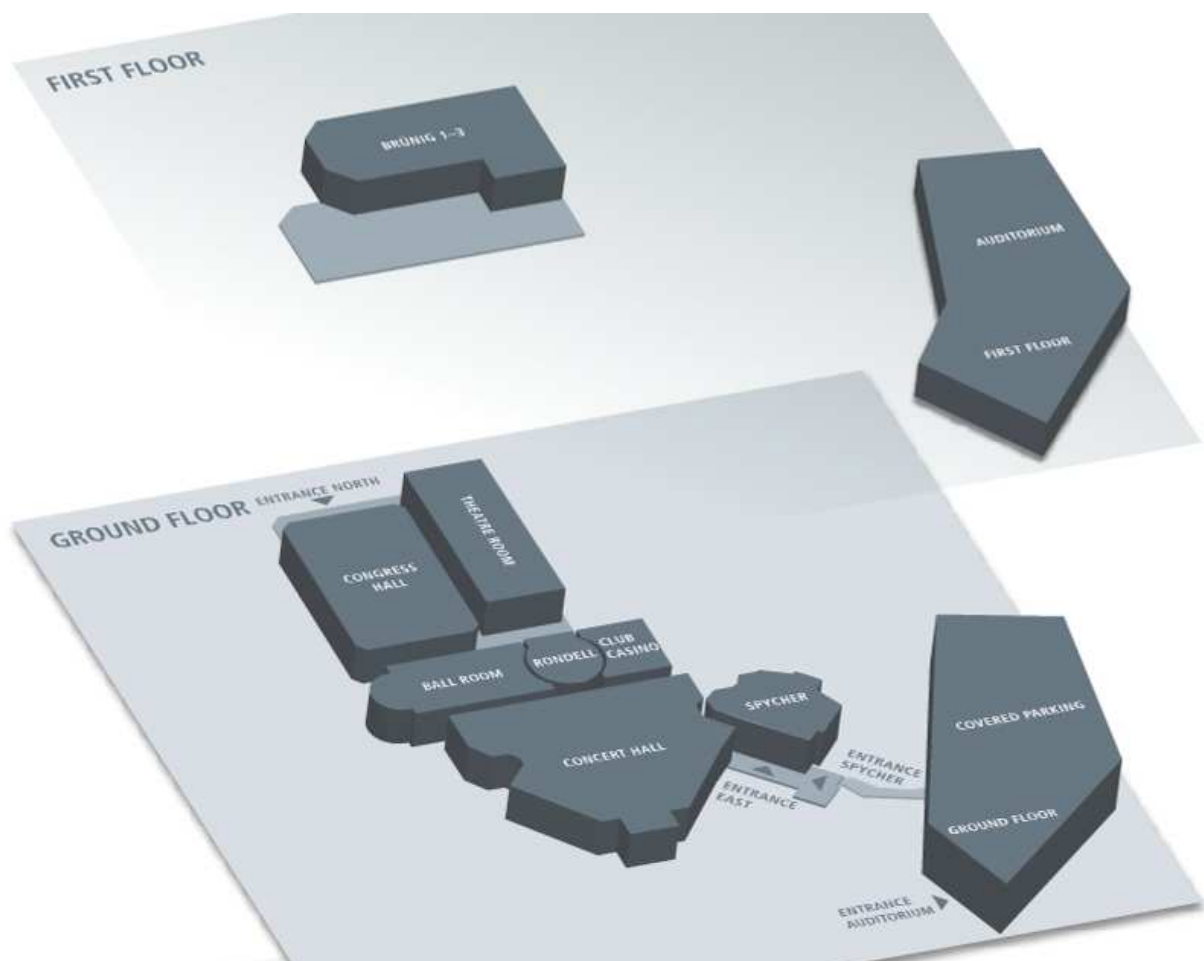
Exhibition, catering, posters

### **Rondell:**

Passageway

### **Theatre Room, Congress Hall, Brünig 1-3 and Workshop rooms:**

Parallel sessions



## CATERING – EXCELLENCE



5% of the turnover for in house catering will be deducted from the room rates.

Do you feel the challenge to offer your guests something really special? Our competent and motivated team knows how to realise your wishes to your full satisfaction. Let us introduce you to our fascinating world. Each and every organiser will find what they need here with us to ensure an unforgettable event.

Ranging from a creative stand-up buffet, a classic five-course gala dinner, a theme evening, tasty finger food, innovative bar concepts up to show cooking - our imaginativeness knows no bounds.



## TECHNICAL FACILITIES



10 % of the turnover for in-house technical equipment will be deducted on the room rates.

The congress-technology is an important element for a successful event. Our technicians will advise you and offer you the best solution for your event.

On request we are very happy to calculate the catering and the technique possibilities for your event.

### FREE WIFI

#### Business WiFi

Log-in with voucher – same log-in for all participants of the same event - this log-in can be defined and communicated before the event

"Need for speed": checking and sending e-mails, surfing, HD-Videos, streaming, communication in sound and vision

For up to 100% of all participants parallel utilisation of devices is possible

Max. total available bandwidth in the Congress Centre Kursaal Interlaken: 50MB (Download) - 50MB (Upload)

#### And benefit in addition of advertising space with using a „Sponsoring+“ package:

- ✓ Additional sponsoring possibilities
- ✓ House advertising (your logo, picture, text)
- ✓ Linking to the website of the sponsor

Costs of „Sponsoring+“ Packages:

- ✓ In combination with business WiFi CHF 2'000.00 blanket

→ For the FIG Working Week we offer the Business WiFi for free instead of CHF 3'000.00.

## EXHIBITION



We charge CHF 7.00 per day and m<sup>2</sup> for exhibition space in the Congress Hall, Foyer North and in the Foyer of the Auditorium. For exhibition space in the historical halls we charge CHF 9.00 per day and m<sup>2</sup>. Please note that we have not calculated anything for your congress but are very happy to do so on request.

### The following services are included:

- Waste (one 800-l skip on the day of set-up and take-down) - Additional waste will be charged to the event organiser.
- 1 janitor for set-up/take-down and exhibition support (8:00 am - 12:00 pm and 1:30 pm - 6:00 pm)
- One electrical connection per booth (230V, 16A)
- One basic cleaning of aisle/corridor per day
- Marking out the booth spaces
- Putting material into storage four days before and two days after the event

### Miscellaneous:

- Parking service for the delivery platform during set-up and take-down is mandatory. It will be charged extra, if the organisation is done by Congress Centre Kursaal Interlaken.
- Plans/drawings on request.

## MISCELLANEOUS



### Decoration

5% of the turnover for in-house decoration materials, flowers and plants will be deducted on the room rates.

Price on request.

### Parking

Parking spaces per day and space CHF 8.00  
(own parking space Congress Centre Kursaal Interlaken)

## ACCOMMODATION



Interlaken, Thun and the region of Lake of Thun has around 3'000 rooms for every taste and budget – from the simple backpacker accommodation or the cosy middle-class hotel to the luxurious 5-star establishment.

In Interlaken all rooms are close to the Congress Centre and can easily be reached on foot. Visitors can take a stroll through the calm Kursaalpark near the famous Höhematte or along the bank of the Aare. This is the perfect way to relax after a busy congress day.

### HOTEL CAPACITIES

Category	Hotels	Bedrooms
★★★★★	3	388
★★★★	18	932
★★★	28	1'185
★★	11	493
Additional	8	
<b>Total</b>	<b>68</b>	<b>2'998</b>

### Online booking system

For your conference we can create a free-of-charge web-based booking platform with which the participants can directly book their accommodation.



## Price indication

### Hotels in Interlaken

#### Price List 2015 - Subject to alteration

Category	Price SGL	Price DBLS	Price DBL
★★★★★	EUR 291.00 – 327.00	EUR 309.00 – 364.00	EUR 345.00 – 455.00
★★★★★	EUR 222.00 – 335.00	EUR 267.00 – 381.00	EUR 313.00 – 426.00
★★★★	EUR 144.00 – 195.00	EUR 173.00 – 248.00	EUR 209.00 – 305.00
★★★	EUR 109.00 – 157.00	EUR 134.00 – 200.00	EUR 162.00 – 248.00
★★	EUR 68.00 – 125.00	EUR 77.00 – 144.00	EUR 109.00 – 190.00

There are accommodation opportunities from EUR 29.00.

Prices are per room and per night and include breakfast and VAT. The city tax per person and night is not included.

SGL = Single room

DBLS = Double room for single use

DBL = Double room

City tax summer 01st April to 31st October:

EUR 2.90

City tax winter 01st November to 31st March:

EUR 2.65

An Exchange rate of EUR 1.00 = CHF 1.10 has been used. The daily exchange rate applies. Please note that invoices will be in CHF.

## SERVICES FROM INTERLAKEN CONGRESS & EVENTS



Interlaken Congress & Events offers you a full palette of services ranging from reservation of hotel rooms technique for your congress and catering. Our motivated and experienced team can assist and support you from planning the event through to its successful completion with first class advice and flexible solutions.

With our services, we will facilitate the organisation of your events for you:

- Reservation of hotel rooms
- Reservation of congress rooms
- Consultation and support in the organisation of congresses
- Catering-excellence at the Congress Centre Kursaal Interlaken
- Organisation of event decoration
- Organisation of congress equipment
- Reservation of seminar rooms
- Organisation of social programmes and excursions
- Welcome at the airport or train station and transfer
- Organisation of your congress secretariat
- Organisation of give-aways
- Organisation of event staff
- On-site visits (free of charge)

Successful events are based on exact planning, many years of experience, good contacts and most particularly attention to detail. This is our core competence.

### SPECIAL SUPPORTS FOR ASSOCIATIONS

- Assistance in the bidding procedure for an international congress
- Assistance in the breakdown, planning and organisation of events
- Assistance in the acquisition from local sponsoring
- Handling of the congress secretariat for your congress
- With SCIB as our partner, we can offer you the ideal transfer with Swiss International Airlines, Europcar and the Swiss travel system

## OUR CONGRESS SECRETARIAT IS COMMITTED TO YOU



We are happy to offer you the organisation of an administrative secretariat. Our reservation system has been developed specifically for the needs of conferences and major events, saving you time and effort in organisation and handling.

### Services of the Congress Secretariat

- Creating one or more booking platforms for your congress registration in German, English or French
- Sending of the booking confirmation after the congress registration
- Handling of adaptations regarding the congress registration incl. partial annulations (total annulations are excluded)
- Controlling the payment transactions
- Creating and distributing of name badges (excl. Lanyards) and vouchers for social programme, banquets etc.
- Monthly reporting
- Managing of the secretariat during the time of the online-registration by an employee of Interlaken Congress & events
- Managing the registration desk on site by an employee of Interlaken Congress & Events during defined time periods
- Postage, telephone and fax charges, costs of administrative materials for normal confirmation procedures

Prices on request

## SOCIAL PROGRAMMES/EXCURSIONS



Enhance your congress with a memorable excursion in the Jungfrau Region. The congress and event destination in the heart of Switzerland is surrounded by mountains and two lakes plus other unique locations (Jungfrauojoch – Top of Europe, Schilthorn – Piz Gloria etc.). This opens new perspectives for attractive social programmes – 365 days a year.

There are many more possibilities for social tours:

- Excursion to the Schilthorn – James Bond World
- Excursion to the Niesen
- Excursion to the Stockhorn
- Shipping on the lake of Brienz or on the lake of Thun
- City walk with a chocolate show in Interlaken
- Excursion to the open-air museum Ballenberg with a Ballenberg Olympiad
- Excursion to the Tropenhaus Frutigen
- Excursion to Männlichen

The above mentioned social tours are only ideas. There are many more possibilities for every taste and budget. The prices of the activities depend on the length and on the number of participants.

## EVENT LOCATIONS



For the Commission Meeting diners there are in Interlaken a lot of opportunities. No matter what the theme of your event is going to be, we can thrill you with our locations. From the most magnificent halls with historic grandeur to converted cowsheds. Let us know what you would like and we will make suggestions for suitable locations. Whether it is a glamorous gala, an event in our historic premises in Interlaken, a stylish lounge evening at the lake, real mountain cabin magic on a lonely alpine pasture or a party on a boat, we can help you make it happen. A 3-Course Dinner is possible from EUR 50.00.

## REFERENCES



In the past, the congress- and event destination Interlaken has hosted several important congresses and events:

It was mentioned again and again that the Congress Centre Kursaal Interlaken has done an excellent job and the local organization of the congress this year is hard to beat.

Dr. Th. Weiser, President of EUROTOX 2013 Local Organizing Committee (1'400 participants)

- SAMM Congress (annual) (900 participants)
- Swiss Dentist Society 2009, 2012 (1'000 participants)
- SOG SSO Congress 2014 (500 participants)
- Swiss Economic Forum 2011, 2012, 2013, 2014 and 2015 (1'200 participants)
- X.Days 2011, 2012, 2013 and 2014 (1'200 participants)

Your success with satisfied participants is our aim: from the first contact to the reunion. With our services, we can facilitate the organisation of your congress for you. You can save time and money thanks to our know-how and local contacts.

Visit us and convince yourself! You are welcome to a site inspection and we are looking forward to welcome you in Interlaken.

Best regards from **EVENTFUL INTERLAKEN** 

### Interlaken Congress & Events AG



Isabel Wirth  
General Manager



Carmen Fuchs  
Sales & Marketing Assistant

## Preliminary Budget

### Presumptions

Time:	May / June 2020		
Conference days:	3		
Venue:	Interlaken Congress Centre Kursaal		
Currency:	Euro (EUR)		
General Assembly:	participants:	500	
Conference:	paying participants – international:	1,200	
	paying participants – national:	200	
	students:	100	
	accompanying persons:	120	

### EXPENDITURE

1. Printed Matters		28'100
2. Marketing		39'800
3. Site Visits		10'000
4. Conference Venue		167'500
- rental incl. fee services	95'000	
- rent of fair booths	42'500	
- additional costs	30'000	
5. Opening and Hosted Welcome Reception		97'000
6. Participant's Kit		16'000
7. Participant's cost (lunch & coffee)		275'000
8. Social events		131'500
- gala dinner	87'500	
- foundation dinner	44'000	
9. Tours		40'500
- technical tours	14'500	
- social tours	26'000	
10. Invited Guests		65'000
11. Conference Management		60'000
12. Secretariat; Communication		5'500
13. FIG Foundation Fee		19'000
14. Various		50'000

### TOTAL EXPENDITURE

**1'004'900**

## INCOME

10 € is included in the fees as FIG Foundation Royalties

	<u>EUR</u>	<u>No.</u>		
Paying participants				1'011'500
- Delegates; Early	600	700	420'000	
- Delegates: Normal	700	350	245'000	
- Delegates: Late	800	350	280'000	
Delegates: Daily	250	150	37'500	
Students	50	100	5'000	
Accompanying persons	200	120	24'000	
Sponsor/exhibition income				40'000
Contribution from local Government				136'000
Social events	<u>EUR</u>	<u>No.</u>		167'200
- Conference Dinner/Gala Dinner	109	800	87'200	
- Cultural Evening	87	500	43'500	
- Technical tours			13'000	
- Social tours			23'500	

**TOTAL INCOME** **1'354'700**

## SUMMARY

<b>Total income</b>	<b>1'354'700</b>
<b>Total expenditure</b>	<b>1'004'900</b>
<b>RESULT</b>	<b>349'800</b>