



Approved 1990, Amended 1997, 2002, 2011, 2014

IUPESM World Congress for Medical Physics and Biomedical Engineering Application Form 2021

(Submit electronically in PDF format by 15 April 2015)

GENERAL INFORMATION:

1. Names and addresses of host organizations (Must include an IFMBE member and an IOMP member from the same nation with both Societies in good standing at this time):
2. Proposed site and dates of the 2021 IUPESM World Congress (WC 2021) (please show dates of possible conflicting conferences¹ and any significant religious or national holidays) :
3. Other national groups collaborating:
4. Has a submission for this meeting been made to any other international organization? If so, identify organization and date of submission.
5. What aspects of the World Congress (WC) are to be handled by commercial conference organizers?
6. Local contact information:

IFMBE Affiliate	IOMP Affiliate
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7. Members and affiliations of the provisional Congress Organising Committee.

¹ Specifically list the IEEE/EMBS and the BMES conferences



FINANCIAL: (please give all estimates in US dollars)

1. A budget must be presented to the CCC and the Treasurers of the IUPESM, IOMP and IFMBE two years, one year and six-months before the WC. The CCC must approve the budget one year before the WC based on the recommendations of the IUPESM, IOMP and IFMBE Treasurers.

Estimated total cost of WC	:	\$ _____
Proposed registration fee:		\$ _____
(provide info on fee structure)		
Estimate of registration revenues:		\$ _____
Other sources of revenue;		\$ _____
Estimated revenues of WC:		\$ _____
Estimated net profit from WC:		\$ _____

Total:		\$ _____
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Estimate of Delegate numbers:	_____
Full registrants:	_____
Students:	_____
Developing country delegates:	_____
Retirees:	_____

Estimate of Geographic distribution of delegates:

National:

International (by region):

2. Who will assume responsibility for a deficit?
3. Will an advance be required beforehand?
4. What kind of insurance (liability, personal, third party) will you have?

WC FACILITIES

1. Proposed location

Show proposed site plan, room sizes for scientific sessions, poster sessions, exhibition hall & for social events



2. Number of parallel sessions that can be accommodated.
3. Identify rooms (size and capacity) that can accommodate the opening and closing ceremonies and the General Assemblies for IUPESM, IOMP and IFMBE.
4. Identify office space for IUPESM, IOMP and IFMBE with equipment for word processing, photocopying, email, internet and telephone.
5. Provide a list of meetings, similar in size to the WC, together with names of organizations that have used the facility in the previous 2 years.
6. Does the proposed WC location have access for disabled attendees?
7. Distance of the WC site to nearest major airport and mode and cost of transportation between airport and the WC site.

EXHIBITION PLANS:

1. Who will manage commercial exhibition sales and management?
2. What is the estimated size (area) of the commercial exhibit and how many booths (size of booths)?
3. What area is provided for scientific exhibitions?
4. Show proposed site plan, giving location of commercial exhibit
5. Are the exhibition requirements compatible between your two national groups?

VISA REQUIREMENTS:

1. Please advise if there will be any potential visa limitations for any WC attendees?
2. What type of assistance will you give for obtaining visas if required?

ACCOMMODATION AND SERVICES:

- | | |
|------------|----------------------------|
| 1. Hotels: | Number of rooms: |
| | Distance from site: |
| | Range of costs per person: |
| Hotels: | Number of rooms: |
| | Distance from site: |
| | Range of costs per person: |
| Hotels: | Number of rooms: |
| | Distance from site: |
| | Range of costs per person: |



Note: (1) provide range of 5-star to budget hotels

(2) 78 rooms are to be provided for designated persons (IUPESM, IFMBE, IOMP Officers), the two IUPESM Merit Award winners, plus the IOMP and IFMBE award winners.

2. Hostels: Number of rooms:
Distance from site:
Range of costs per person:

Hostels: Number of rooms:
Distance from site:
Range of costs per person:

Hostels: Number of rooms:
Distance from site:
Range of costs per person:

3. Transportation facilities between accommodation and meeting site:

4. Meal service facilities at:

WC site:

Hostels:

5. On-site provisions for currency exchange, travel agent, message center, photocopy and internet access

6. Disabled accessibility

CONFERENCE PLANNING:

Language:

English is the official language of the World Congress.

1. Will it be necessary to provide translation services for local attendees? (simultaneous or post hoc script)

Scientific Sessions:

1. How you intend to schedule both biomedical engineering and medical physics sessions?

2. Will you have separate or combined program committees?

3. Comments on management of a combined meeting?

4. How many simultaneous sessions?

5. How many total sessions?



ONE PAGE INFORMATION SUMMARY

Please complete this summary page and submit it with the application.