The World Squash Federation (WSF) is proud to present its 50th Annual General Meeting and Conference in Monte-Carlo, Monaco.

Monaco’s exceptional location, between mountain and sea, the mild climate, the whirlwind of culture and sports, the ease of access, and the security are the principal qualities that make Monaco a prestigious destination for an unforgettable Conference.

The WSF invites all our Member Nations, Commission Members and partners to participate in the Conference, which will feature a number of presentations and discussions of general interest. The WSF Annual General Meeting that follows the Conference is the formal element of proceedings and attended by Member Nations.

**PROGRAMME**

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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>Tuesday 1 December</td>
<td>Executive Board and Executive Committee Meetings</td>
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<td>Wednesday 2 December</td>
<td>Various WSF Commission Meetings</td>
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<td>Welcome Cocktail Reception</td>
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<td>Thursday 3 December</td>
<td>Conference (Full Day)</td>
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<td>Friday 4 December</td>
<td>Conference (Half Day)</td>
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<td>Saturday 5 December</td>
<td>Annual General Meeting</td>
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<td>Executive Board Meeting</td>
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<td>Annual General Meeting Dinner</td>
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**ACCOMMODATION**

Monte-Carlo Bay Hotel & Resort, Monte Carlo
Tel: +377 98 06 20 00
Website: https://www.montecarlosbm.com/fr/hotel-monaco/mon-te-carlo-bay-hotel-resort

The Monte-Carlo Bay Hotel & Resort is a little taste of paradise.... On a peninsula, its four hectares of gardens, waterfalls, solariums, swimming pool and a sandy bottom lagoon give it the look of a beautiful oasis. A Michelin-starred chef – Marcel Ravin – who combines Caribbean and Mediterranean cuisines is complimented by a designer cocktail bar and a Five Worlds Spa to ensure a luxurious, very enjoyable stay.

Please register by sending this form to wsf@worldsquash.org or online here. Your booking must be made before **Friday 4 September 2020**, after that date rooms may not be available at the package rate or at all.

**TRAVEL INFORMATION**

The nearest airport is Nice Côte d’Azur International Airport and transfer time by car is around 40 minutes.

Please check before travelling to Monaco whether you need a visa or vaccinations.
SOCIAL PROGRAMME

An afternoon activity will be organised on 4 December at Delegates/Guests own cost. These include:

- Monaco City Tour €23 per person
- Oceanographic Museum €16 per person

AGM & CONFERENCE PACKAGES

Single Room Delegate Package includes:

- Airport – Hotel – Airport transportation;
- Four-nights Hotel Accommodation in a Single room (check-in on Wednesday 2 December and check-out on Sunday 6 December) with Breakfast on 3, 4, 5 and 6 December;
- Welcome Function on Wednesday 2 December;
- Conference attendance on Thursday and Friday 3 and 4 December;
- Refreshment breaks at the Conference on 3 and 4 December and the AGM on 5 December;
- Lunches at the Conference on 3 and 4 December and after the AGM on 5 December;
- Activities/Visits after the Conference on 4 December (additional to package fee) if requested;
- AGM Dinner on 5 December;
- Conference/AGM welcome bag.

Price: €1,350

Twin Room Delegate Package includes (for twin room sharing room with another delegate) **:

- Airport – Hotel – Airport transportation;
- Four-nights Hotel Accommodation in a Twin room (check-in on Wednesday 2 December and check-out on Sunday 6 December) with Breakfast on 3, 4, 5 and 6 December;
- Welcome Function on Wednesday 2 December;
- Conference attendance on Thursday and Friday 3 and 4 December;
- Refreshment breaks at the Conference on 3 and 4 December and the AGM on 5 December;
- Lunches at the Conference on 3 and 4 December and after the AGM on 5 December;
- Activities/Visits after the Conference on 4 December (additional to package fee) if requested;
- AGM Dinner on 5 December;
- Conference/AGM welcome bag.

** World Squash Federation/Fédération Monégasque de Squash are not responsible for pairing-up Delegates; Delegates should inform the WSF who they wish to share with when submitting their Package Registration Form.

Price: €1,095 per person

Non-Delegate (Guest) Package includes (for one person):

- Airport – Hotel – Airport transportation;
- Four-nights Hotel Accommodation in a Twin room (check-in on Wednesday 2 December and check-out on Sunday 6 December) with Breakfast on 3, 4, 5 and 6 December;
- Welcome Function on Wednesday 2 December;
- Refreshment breaks at the Conference on 3 and 4 December and the AGM on 5 December;
- Lunches at the Conference on 3 and 4 December and after the AGM on 5 December;
- Activities/Visits after the Conference on 4 December (additional to package fee) if requested;
- AGM Dinner on 5 December;

Price: €1,045 per person
Non-Residential Package includes (for one person):

- Welcome Function on Wednesday 2 December;
- Refreshment breaks at the Conference on 3 and 4 December and the AGM on 5 December;
- Lunches at the Conference on 3 and 4 December and after the AGM on 5 December;
- Activities/Visits after the Conference on 4 December (additional to package fee) if requested;
- AGM Dinner on 5 December;
- Conference/AGM welcome bag.

Price: €995 per person

Special Rate for Additional Room Nights:

- Single Room inclusive of one Breakfast:  
  Price: €220 per room per night

- Double/Twin Room inclusive of two Breakfasts:  
  Price: €110 per person per night

All other meals and items including all drinks, laundry and any other hotel services must be paid for separately.

THINGS TO DO IN MONACO

**Palais du Prince Tour:** Sitting high above Monaco, the Palace dates from the 13th century when it would have been a Genoese fortress. You can visit the palace when the Prince is not in residence, and an easy way to tell is to look for the flag in the main tower. If it is raised, then it means that the Prince is at home. Some of the highlights of a visit include the gallery modelled in the Italianate style, as well as the Blue Room which is known for its blue and gold decorations. There is also an ornate Throne Room and a Palatine Chapel.

**Monte Carlo Casino:** The Casino de Monte Carlo is one of the most famous casinos in the world, particularly as it was built in the flamboyant Beaux Arts style in 1893. The marble atrium is similarly lavish in style and you will find 28 onyx columns that welcome you to the Gaming Rooms, which are decorated in a variety of themes, make sure you look up and take in the chandeliers and the stunning artwork as you try your luck.

**Oceanographic Museum:** Ninety meters above sea level, it took 11 years to construct the foundations that stop the museum toppling to the ground. It was officially opened in 1910 which makes it one of the oldest aquariums in the world. One of the signature sections of the museum is the collection of scientific items that date from an exploration undertaken by Prince Albert I as well as Jacques-Yves Cousteau. There are also three aquariums here including a Mediterranean Aquarium, a Tropical Aquarium, and a Shark Lagoon.

**Monaco Cathedral:** Monaco Cathedral stands out because of the white stones that were used in its construction. Built in the Roman-Byzantine style, the cathedral houses the remains of the former princes of Monaco including Prince Rainier. The cathedral was built in 1875 although some of the artifacts inside are older such as an altar piece which was painted in 1500. Other items to look out for include a grand organ as well as the main throne which is carved from white marble.

**HOW TO REGISTER**

Please complete the Package Registration Form and return it to:

World Squash Federation  
25 Russell Street, Hastings, East Sussex, United Kingdom TN34 1QU  
Email: wsf@worldsquash.org

Or register online at: [www.wsf2020monaco.com](http://www.wsf2020monaco.com)

Registration closes on 4 September; please note that participation is only possible if one of the above packages has been pre-booked.
PACKAGE RESERVATION FORM

Single Room Delegate Package  €1,350  per person per 4 nights (2, 3, 4 and 5 December)
Sea view + €100  per room, per 4 nights (2, 3, 4 and 5 December)
Extra night  €220  per person, per night
Twin Room Delegate (Guest) Package  €1,095  per person per 4 nights (2, 3, 4 and 5 December)
Extra night  €110  per person, per night
Non-Delegate Package  €1,045  per person per 4 nights (2, 3, 4 and 5 December)
Non-Residential Package  €995  per person

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<tr>
<th>NAME</th>
<th>WHICH NIGHTS?</th>
<th>NUMBER OF NIGHTS</th>
<th>DELEGATE (√)</th>
<th>NON-DELEGATE (Guest) (√)</th>
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REGISTRATION TO BE MADE BY FRIDAY 4 SEPTEMBER 2020 AT THE LATEST

Single Room Package  EURO € _____
Sea view (+ €100 per room per 4 nights)  EURO € _____
Twin Room Package  EURO € _____
Non-Delegate (Guest) Package  EURO € _____
Non-Residential Package  EURO € _____
Additional room nights  EURO € _____
Total amount payable  EURO € _____

DIRECT BANK TRANSFERS TO BE SENT (IN EURO €) TO:
Account Name:  SPARRING PARTNERS GROUP SA
IBAN:  CH22 0024 0240 1003 0670 X  BIC: UBSWCHZH80A
BANK:  UBS SWITZERLAND AG - Bahnhofstrasse 45, CH-8098 Zürich, Switzerland
(Please indicate the name registered in the subject of the transfer – Amount net of all charges)

For Credit Card payment:  please visit www.WSF2020MONACO.com

ARRIVAL/DEPARTURE DETAILS
You will be met at the airport and transported to your hotel (except non-residential delegates).
Date & Time of ARRIVAL:  _____
Flight No:  _____
Date & Time of DEPARTURE:  _____
Flight Number:  _____

DELEGATE’S DETAILS
Given Name:  _____  Family Name:  _____
Guest Name (if applicable):  _____
Address:  _____
Tel:  _____  Email:  _____
Date:  _____  Signature:  _____
Delegate Package Fee
The Delegate Package fee will be charged as outlined below:

- Normal Rate EURO €1,350
- Late Rate EURO €1,750 from after Saturday 5 September 2020

Payment of Delegate Package Fee

- Terms of Payment
  o Delegates will be charged in EURO €.
  o Fees must be paid by Friday 4 September 2020.
  o Payment can be by credit card or via bank transfer. A fee of 4.5% will be added to cover credit card administration costs. Bank transfer must be net of all charges.
  o Delegates will receive an email confirming their booking and, if requested, a receipt for payment of fees.
  o Delegate Package Fees do not include any extras (minibar, telephone, etc.); these must be paid by the delegate upon check-out. The hotel will provide you with a receipt for the payment of any extras.
  o In case of a ‘no-show’ or early check out: 100% of Package Fees will be retained.

- Cancellation Deadlines and Fees
  Individuals wanting to cancel a Delegate Package may do so by sending written notice to: wsf@worldsquash.org
  o If cancellation is made on or before Tuesday 15 September 2020, 50% of the Delegate Package Fee will be refunded.
  o If cancellation is made on or after Thursday 1 October 2020, 80% of the Delegate Package fee will be retained.
  o If cancellation is made on or after Monday 2 November 2020, 100% of the Delegate Package fee will be retained.
  o If a refund is agreed by the World Squash Federation, due to credit card administration costs, a fee of 4.5% will be deducted from the amount to be refunded.

Data Protection
Delegates are informed that their personal data, i.e. all information requested of them, in particular at the time they register for the event, and that enables them to be (directly or indirectly) identified (such as their surname, first name, position, email address and telephone number) is indispensable for concluding the participation contract and gaining admission to the event.

For the purposes of fulfilling the participation contract, all or some of this personal data may be:

- Communicated to other Participants, who may be located anywhere in the world, in order to enable them to prepare for the event and schedule their business appointments. In this regard, the Participants undertake not to use such data for any other purpose.
- Used on all distribution and promotional media in connection with the event

The World Squash Federation’s data processing is governed by the terms and conditions of the World Squash Federation’s Data Protection Policy.

Summary of Deadlines
Please find below in chronological order a summary of the deadlines outlined in these Terms and Conditions:

- The closing date for registration and payment of Delegate Package Fee is Friday 4 September 2020.
- If cancellation is made on or before Tuesday 15 September 2020, 50% of the Delegate Package fee will be refunded.
- If cancellation is made on or after Thursday 1 October 2020, 80% of the Delegate Package fee will be retained.
- If cancellation is made on or after Monday 2 November 2020, 100% of the Delegate Package fee will be retained.
- Bookings (and payment) received after Saturday 5 September 2020 will have to be paid at the increased rate of EURO € 1,750.