

IRS 2024, City, Country

Proposal

Introduction statement

Motivation for the project/Rationale for holding the IRS at your location

Local/regional interest, expertise, connection with radiation science/interest, people

Conference environment

Location, geographic setting

Transportation to city (Getting There)

Transportation within city (Getting About)

Venue description, capacity

Local sites of interest, universities, museums, attractions, parks etc.

Climate and weather (averages for the time of the conference)

Visa requirements (if any)

Estimated budget

On the basis of the number of registrations at IRS 2004 through IRS 2020(2), a number of 500 looks realistic for IRS 2024.

Registration fees and what registration includes

Contacts with your potential sponsors about financial or material support

ANNEX A

Local Organizing Committee

(List individuals and their affiliation)

ANNEX B

In US\$ and Euro

ESTIMATED INCOME		
REGISTRATION		
Members		
Students		
Accompanying Persons		
Sub Total		
SPONSORS		
Local + Regional		
National		
International		
TOTAL		

ESTIMATED EXPENSES	
Secretariat & accountancy	
Travel support	
Publishing	
Exhibition	
Opening reception and banquet (for 500)	
Personal expenses	
Conference amphitheatre, rooms, hall	
Conference personnel, video, info. desk & breaks	
Posters, mail & Web site	
IRC Awards	
IRC Business Meeting incl. dinner	
Overhead	
TOTAL	

Local and regional sponsors:

National sponsors:

International sponsors:

ANNEX C

List Lodging options, locations, # of rooms, distance/transport to venue, prices

Hotels/Inns/Motels

Hostels, camping grounds etc.

Letters of commitment from potential sponsors

Optional-

Maps/images of site