

WORLD CONGRESS SITE CHART

Use extra pages if more space is needed.

CATEGORY:	DESCRIPTION
<p>THE MAIN SITE: 1. Two Large Spaces for Latihan</p>	<p>Our site proposal is FÁTIMA'S SANCTUARY CENTER. Located in the city of Fátima Portugal. The Congress Venue is composed of three major Sanctuary buildings:</p> <ul style="list-style-type: none"> - Pope Paul VI Pastoral Center (conference facility), - Casa das Dores and - Casa do Carmo. <p>Also there are Hotels available within walking distance if needed.</p> <p>For Latihan:</p> <p>Pastoral Center - 480m2 Casa das Dores - 160m2 x 2 Casa do Carmo - 210m2</p> <p>and/or</p> <p>Hotel Fátima - 500m2 Hotel Sta Maria - 560m2 Hotel Cinquentenário - 335m2</p> <p><i>(apart from above there are more hotels available)</i></p> <p><u>Please confirm in the official document all information concerning the Latihan Halls.</u></p> <p>There is an additional facility, for specific kedjiwaan days or other activities. An Exhibition Center in Ourém, 15min from Fátima, by car, with 2 halls with a total of 1800m2 that allow simultaneous latihan in the same place. This will require a private service to transport all members at the same time.</p>

<p>2. Space for General Plenary of 1800 or More*</p>	<p>The Pastoral Center has an auditorium with capacity to seat 2092 people with a total area of 2000m² . All technical support is provided by the Pastoral Center Technical Team with no extra cost.</p>
<p>3. Smaller Space for WSA Delegate Meetings</p>	<p>Pastoral Center <i>Casa do Dores</i> <i>Casa do Carmo</i></p> <p>All these places have sufficient area to allow WSA delegate meetings.</p>
<p>4. Forty Plus Meeting Spaces</p>	<p>Pastoral Center - 10 meeting rooms (115m² - 21m²) <i>Casa d Dores</i> - 6 meeting rooms (160m² - 30m²) <i>Casa do Carmo</i> - 5 meeting rooms (210m² - 15m²)</p> <p>supported by Hotel Fátima - 5 meeting rooms (250m distance) Hotel Santa Maria - 12 meeting rooms (250m distance) Hotel Cinquentenário - 7 meeting rooms (350m distance)</p> <p>In total: 45 meeting rooms</p> <p>As above all these facilities are within walking distance allowing all members to be connected. Please check this information at the Proposal Document</p>
<p>5. Spaces for Large Cultural Events</p>	<p>Pope Paul VI Pastoral Center:</p> <ul style="list-style-type: none"> - Auditorium (2092 seated people) - main hall with 480m² - private outdoor area of 3600m²

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6. Reception, Registration and Office Spaces	The Pastoral Center has 2 office rooms that can be used as reception and registration spaces.
7. Spaces for Exhibitions and Bazaar	Pastoral Center has several spaces for exhibition Exhibitions and Bazaar
8. Provisions and Spaces for Children	<ul style="list-style-type: none"> - Rooms - Gardens - Playground - Many green outdoor areas that can be adapted.
9. Provisions, Activities and Spaces for Young People	Many activities and facilities (football complex, swimming pool, skatepark, karts, padel) all within walking distance
10. Translations and Equipment	<p>Translation booth available</p> <p>Equipment (receivers/earphones) need to be rented.</p>

CATEGORY:	DESCRIPTION
11. Access To Internet	Free Wifi access included in all areas
12. Open Spaces / Activity Spaces / Socializing Areas	Sanctuary Centre and surrounding areas Pope Paul VI Pastoral's center main hall
13. Medical and Other Rest Facilities	Leiria Public Hospital, 25 min by car Medical and nursing support at the venue
14. General Questions on Conference Facility	<p>The conference facility is the Pastoral Center - the main building of the Congress Venue. It has 4 floors, 14 000m2, an auditorium, large rooms and corridors, meeting rooms, being surrounded by wide areas and gardens.</p> <p>It is integrated in the Sanctuary which provides a very peaceful and spiritual environment. The Pastoral Center also offers low rate accommodation with full board included (capacity 243 beds). There is also a catering service for members not hosted in the Pastoral Center.</p> <p>It has its own technical and logistical team and it's possible to integrate volunteers. It has audiovisual conference equipment.</p>

15. General Financial (Including Taxes)	<p>Pope Paul VI Pastoral Center - 115 000€</p> <p>Conference Hotels - 85 000€</p> <p>Information and Communication systems – 45 000€</p> <p>Team and Staff costs – 55 000€</p> <p>Contingency Costs - 50 000€</p> <p>TOTAL - 345 000€</p> <p><i>*All these costs are projected for 10 full days.</i></p> <p><i>*Booking conditions: generally 6 months before the event, 30% deposit (not applicable to all services)</i></p>
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17. Ibu Rahayu's Care: Accommodations, Transport	Lux Fátima Hotel, 4 star hotel with high quality service, right next to the Pastoral Center. A private transportation service will be provided.																																								
18. Hotels, Accommodation, and Parking	<p>Pope Paul VI Pastoral Center - 240 beds, 32€/night, all included (full board) <i>Casa das Dores</i> - 150 beds, 50€/night, all included (full board) <i>Casa do Carmo</i> - 120 beds, 50€/night, all included (full board)</p> <p>Plenty hotels, nearby, on walking distance. average price 60€/night with breakfast 60 hotels: 4 stars - 16 hotels 3 stars - 24 hotels 2 stars - 17 hotels 1 stars - 3 hotels</p> <p>+200 airbnbs Caravan free park, for camper vans Several Religious Houses with very affordable rates</p>																																								

	<p>More than 20.000 beds in Fátima</p> <p>Fátima has several free parking lots. Centro Pastoral has a big private parking lot, for free.</p>
19. Food And Dining Area	<p>Pope Paul VI Pastoral Center, catering service, maximum price per person - 25€/meal for members hosted outside the congress venue.</p> <p><u>The members hosted at the Congress Venue, benefit from full board accommodation</u></p>
20. Transport: During and To and From Congress	<p>Members can get to the Bus and Train Station, 15 min away by subway. Hourly transportation, with a price ranging 15€.</p> <p>As a possibility: A Subud Stand available to receive members at Lisbon airport, during the official arrival day - 700€ (airport charge) Free parking area at the airport for bus transportation Bus - 500€, 50 people (10€/pax), round-trip. Lisbon – Fátima</p>

CATEGORY:	DESCRIPTION
21. Visas	on progress

<p>22. Local Tourist Attractions</p>	<p>Many tourist attractions available:</p> <ul style="list-style-type: none"> - Batalha - Mosteiro da Batalha - 20 km, 20 min - Leiria - Castelo de Leiria - 25 km, 25 min - Tomar - Convento de Cristo - 25 km, 25 min - Serra d'aire - Grutas de Serra D'aire - 12 km, 20 min - Alcobaca - Mosteiro de Alcobaca - 45 km, 40 min - Nazaré - Biggest Wave of the World - 60 km, 45 min - Santarém - Sacred Eucharistic Bread - 60 km, 45 min - Rio Maior - Salinas de Rio Maior - 75 km, 50 min - Óbidos - Medieval town - 88 km, 60 min <p>These are locations (distances and time), from Fátima, with many tourist attractions from Unesco Monuments to Nature, all with relevant and recognized importance nationally and internationally</p>
<p>23. Interaction with Public</p>	<p>A recognized spiritual place in the world with a very quiet and calm environment. Perfect for families and youth, with several activities and nature in the surrounding areas. The Sanctuary provides a feeling of spiritual retreat, where people can bond together through calmness and harmony.</p>

* 2. The large hall for 1800 or more people would be needed for 2 or 3 plenary sessions, plus Ibu Rahayu's talks.

NOTES ON THE CRITERIA

1 – 6. THE MAIN SITE

Where is the site located in relation to the city/town?

Where are the required main spaces situated within the complex?

What are the dimensions of the latihan halls?

What is the cost and for how long each day would we have them?

7. Spaces for Exhibitions and Bazaar

What are spaces available for exhibitions, such as art, Subud projects and Subud countries and centers? Is their cost included in the general contract?

8. Provisions and spaces for children

Where would the day care be?

Is the cost additional?

9. Provisions, activities and spaces for young people

Where and what are the spaces that young people can use?

10. Translation and Equipment

What AV, projection and translation equipment does the facility include in the plenary halls? Do these have extra charge?

11. Access to internet

Does the conference center provide an internet café sufficient for Congress?

Is there wireless available?

12. Open spaces

What are the open spaces such as parks nearby?

13. Medical and other rest facilities

Are general hospital facilities in the area good?

Do visitors have to pay for emergency service?

14. General Questions on Conference Facility

What kind of building is it? Photos would be most welcome.

Is the Congress center open to our having volunteer workers?

15. General Financial (including taxes)

What exactly is being offered to us by the main facility, for how long, for how much?

When do we have to pay? What are the payment conditions?
What important clauses does this contract have (e.g. penalties; time constraints on decisions)? What are the taxes WSA would have to pay on the main conference contract or on surplus? What insurance, if any, does WSA need to take out to cover liability to the venue(s)?

16. The Team

Who is included already in the core team?
What experience do they have in and out of Subud?
What kind of time commitment can each person make?
What type of remuneration would the team require?

17. Ibu Rahayu's Care: Accommodations and Transport

18. Hotels, Accommodation, and Parking:

How would you lodge 2,500 people?
What provisions can be made for those requiring inexpensive and very inexpensive accommodation? Is there a centralized hotel booking system (as in Innsbruck)?

19. Food and Dining

What arrangements and provisions for meals does the team propose?
Where would people eat every day?
What would be the approximate cost per day of feeding 2,500 people?
How many general caterers in the area are able to feed our needs?

20. Transport During, To and From Congress

How will people get from their hotels to the main congress center?
Please provide a map of city with hotels and facilities marked.
What are the return airfare costs at the moment to your city by air from major destinations around the world?
Where do direct flights come from?
How many per day?
How will we get 2,500 people in and out of your city during a two-three day period?

21. Visas

Which countries need visas to attend the congress?
Please indicate how easy it might be to obtain visas to your country?
Can you provide documentation from the government regarding the visa situation for difficult countries?

22. Local Tourist Attractions

List briefly.

23. Interaction with Public

Any suggestions or initial ideas about this, please let us know.

What are the type of or characteristics of the Congress that the site and place are conducive to? For example, perhaps the site is especially good for younger people, or for families, or that it is good for a congress that is quietly focused, or better for a Congress that interacts with the local town.

What are the strengths and weaknesses of the site and place?