



74th EJU Ordinary Congress 2022 & National Federations Workshops

Ljubljana (SLO)

1. DATE

Workshop: December 8th & 9th, 2022

Congress: December 10th, 2022

2. LOCATION

Austria Trend Hotel

Address: Dunajska c. 154, 1000 Ljubljana

<https://www.austria-trend.at/sl/hotels/ljubljana/>

3. ORGANISER

Slovenian Judo Federation

Email: office@judoslo.si

European Judo Union

Email: headoffice@eju.net

Emergency Contacts: Ms. Kinga Szadeczky-Kardoss + 43 664 915 77 48

4. PARTICIPATION

Each EJU Member National Federation may be represented at the Congress by two (2) delegates, who must be members of the Executive Committee of the National Federation and of the same nationality as the National Federation. Both have the right to speak, but only one of them shall have the right to vote, as each Member National Federation shall have a single vote.

Additionally, any member National Federation may also have their own interpreter in attendance.

The workshops are open for all EJU Member Federations except BLR & RUS.

5. DEADLINES

Confirmation of participation (Form 1): November 16th 2022

Visa Application: November 16th 2022

Hotel reservation: November 16th 2022

Nominal inscription by JUDOBASE: November 25th 2022

Credentials (scan copy of signed and stamped Credentials form): November 25th 2022

Travel schedule: November 25th 2022

Confirmation of participation (Form 1) and Credentials have to be sent to headoffice@eju.net! Visa form, hotel & travel forms have to be submitted to the Slovenian Judo Federation: : office@judoslo.si.

6. CREDENTIALS

Each delegate of an EJU Member National Federation must be in possession of credentials (Credentials Form) signed by the President of her/his National Federation unless the delegate is the President himself/herself. A scan copy of the completed credentials must be sent to the EJU Head Office (headoffice@eju.net) by not later than the **25th of November 2022**. Originals of the Credentials have to be submitted during the Congress registration on December 09th.

An EJU Member National Federation MAY NOT give a proxy to another Federation.

7. INSCRIPTION

Participation shall be confirmed via Form 1 which has to be submitted to headoffice@eju.net not later than the **16th of November 2022**.

Nominal inscriptions shall be done via IJF Registration System (**Judobase**) not later than the **25th of November 2022**. Kindly note that there is no possibility to receive an accreditation without valid Judobase inscription.

8. PROGRAMME

Wednesday, December 07th 2022			
		Arrival EJU Team, NF delegates	Austria Trend Hotel
Thursday, December 08th 2022			
09:30	17:00	Education Workshop	Austria Trend Hotel
09:30	17:00	Marketing & Event Management Workshop	Austria Trend Hotel
		Dinner	TBC
Friday, December 09th 2022			
09:00	13:00	Administration Workshop	Austria Trend Hotel
16:00	19:00	EJU EC Meeting	Austria Trend Hotel
13:00	19:00	Congress Registration	Austria Trend Hotel
20:00		Family Dinner	TBC
Saturday, December 10th 2022			
08:30	09:00	Collection of Votes & Congress Documents	Austria Trend Hotel
09:30	13:00	EJU Ordinary Congress	Austria Trend Hotel
13:00	14:00	Lunch	Austria Trend Hotel
14:00	16:00	Continuation of the Congress Social program	Austria Trend Hotel
19:30		Gala Dinner Dress code: formal attire	TBA
Sunday, December 11th 2022			
		Departure	

Program subject to changes.

9. COVID SAFETY CONCEPT

All participants have the mutual responsibility to protect each other.

The following is required by all participants before departure:

1. Fill in and submit to EJU Head Office (headoffice@eju.net) Liability Release Waiver.
2. 1 antigen-test taken within **48 hours** of the arrival, please also submit the negative result to EJU Head Office (headoffice@eju.net).

10. REGISTRATION & ACCREDITATION

As per statute (8.11.1.) the verification of valid membership of National Federations and of the credentials held by the representatives of National Federations with valid membership in the EJU and IJF shall be carried out one day before the Congress by the Voting Right Credentials Commission. This Commission shall be composed of three (3) to five (5) members appointed for this purpose by the EC. In the event of a dispute, the Voting Right Credentials Commission shall hear the claims of the parties, draw up a summary of these claims and submit the dispute to the Congress held the following day so that the Congress may settle such dispute by way of a vote before any other business is dealt with.

Verification of membership will be held at Austria Trend Hotel on the 09th of December 2022 between 13:00 and 19:00.

11. ACCOMMODATION

Delegates attending the EJU Ordinary Congress shall book their accommodation at the Official Congress Hotel with the Organising Committee of the Congress.

Please make your reservation (by sending the hotel & transfer form) before 16th of November 2022.

EJU will cover accommodation for 1 person per member federation from Wednesday Dec. 7th until Sunday Dec. 11th.

Type of Room	Price per person per night (incl. Full Board & coffee breaks)
Single Room	€ 250
Double Room	€ 200

Hotel Check-in: 15:00

Hotel Check-out: 12:00

Hotel and travel forms have to be sent to the organiser: office@judoslo.si respecting the deadlines mentioned above (section 5)

Payments can only be made via bank transfer using the bank details below. All bank fees and money transfer costs must be paid by the sending federation.

Bank Account:

Name of bank: Nova KBM
 Bank Address: Ljubljanska 9, 2310 Slovenska Bistrica
 IBAN: SI56044300000380257
 SWIFT address: KBMASI2X

**Cancellations:**

Up to 30 days before arrival: no charge
29 - 15 days before arrival: 50% charge
Less than 15 days: 100% charge

12. TRANSPORTATION

The organizer will take care of the transportation from/to Jozeta Pucnika Ljubljana **International Airport** to the official congress hotel during the congress. Transportation services will be offered only to those participants who booked accommodation via organisers.

Please send the **transfer form** with all your travel details to the organisers: office@judoslo.si not later than the **25th of November 2022**.

13. VISA

Should you require Visa for Slovenia, please send Visa Form (Form 4) to the organiser office@judoslo.si not later than the **16th of November 2022** so that they can issue the Visa Letter.