



The Secretary General  
Le Secrétaire Général

European Softball Federation  
Fédération Européenne Softball

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# CONVOCAATION

Your Federation is called to participate to the Annual General Congress of the ESF, at :

Voire Fédération est appelée à participer au Congrès Général Annuel de l'ESF, à :

**The Westin Zagreb**  
Krsnjavoga 1  
Zagreb, 10000 – CROATIA  
☎ : (385) (1) 489 2000 ☎ : (385) (1) 489 2001

The Program and Agenda of the Congress are attached to this Convocation.

According to Article 3.1.2 of the Statutes, only those Affiliated Federations having discharged their obligations towards the ESF may be represented at the Congress by a maximum of two Accredited Delegates.

Please refer to the attached Documents for accreditation of Delegates and the registration of Other Attendants

*See information provided by the Croatian Softball Federation for contacts and reservations*

Yours sincerely,

**Patrice BIENFAIT**  
Secretary General  
European Softball Federation

Le Programme et l'Ordre du Jour du Congrès sont joints à la présente Convocation.

Conformément à l'Article 3.1.2 des Statuts, seules les Fédérations affiliées ayant rempli leurs obligations à l'égard de l'ESF peuvent être représentées au Congrès par un maximum de deux Délégués accrédités.

Merci de vous référer aux Documents joints pour l'accréditation des Délégués et l'enregistrement des Autres Assistants

*Voir les informations fournies par la Fédération Croate de Softball pour les contacts et réservations*

Avec nos sincères salutations,

**Patrice BIENFAIT**  
Secrétaire Général  
Fédération Européenne Softbal



**XXXII**  
**ESF**  
Congress  
Zagreb, 2007

# 32<sup>ND</sup> ANNUAL CONGRESS OF EUROPEAN SOFTBALL FEDERATION

## Dear Softball Friends,

It is my great pleasure to invite you to attend the 32<sup>nd</sup> Annual Congress of European Softball Federation, which will take place 2<sup>nd</sup> to 4<sup>th</sup> February 2007, in Zagreb, Croatia.

The congress will be held in one of the best Zagreb hotels- five star Westin hotel, Zagreb.

This is big event for Croatia and Croatian Softball Association, as this is the very first time that Zagreb and Croatia are hosting softball event.

Zagreb is an old Central European city, rich in history and culture. Zagreb can offer its visitors the Baroque atmosphere of the Upper Town, picturesque open-air markets, diverse shopping facilities and great cuisine. Zagreb is a city of green parks and walks, with many places to visit in the beautiful surroundings.

I feel sure you will all enjoy the meeting facilities at the Congress venue, situated in very center of Zagreb.

There's so much in Zagreb and its surroundings to enjoy, and we are very proud that our city was chosen to play host to the 2007 Congress.

Please find enclosed info sheet and reservation form, which we would like to have back as soon as possible, but not later than 31<sup>st</sup> of December 2006.

We look forward to welcoming you all to the 32<sup>nd</sup> ESF Congress!

If you need any further information or you need our assistance, please feel free to contact us.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Pero Čizmić', is written in a cursive style.

Pero Čizmić

Croatian Softball Association  
President



## SCHEDULED DATES FOR THE CONGRESS

2<sup>nd</sup> to 4<sup>th</sup> of February 2007

## PLACE

Zagreb, Croatia

## CONGRESS VENUE AND ACCOMMODATION

Westin Zagreb hotel \*\*\*\*\*  
Kršnjavoga 1  
10 000 Zagreb

[www.starwoodhotels.com/westin](http://www.starwoodhotels.com/westin)

The Westin Zagreb is a 5 Star landmark hotel centrally located in the very heart of Zagreb. The hotel is situated in a green area, very close to the Mimara Museum and world famous National Theatre and Opera House, and is within easy walking distance to Central Square, markets, the many trendy cafes and restaurants.

There is ample parking at the hotel and easy access to the main train station, all major transportation routes and Zagreb's international airport.

Accommodation has been reserved in the hotel Westin with special prices for Congress participants.

**Prices:** 120 € single room.  
150 € double room.  
Breakfast, stay tax and VAT included.

## ZAGREB - THE HOST CITY AND HOW TO REACH IT

Zagreb is the capital city of the Republic of Croatia. It lies on the intersection of important routes between the Adriatic coast and Central Europe. Zagreb is not only a political and administrative centre, but also the hub of the business, academic, cultural, artistic and sporting worlds in Croatia.

**CLIMATE** - Continental, average winter temperature: 1° C

**FOOD** - Numerous restaurants with national and international food

**SHOPPING** - Diverse shopping facilities; open markets, designer's boutiques, shopping malls.

**CURRENCY** – The official currency in Croatia is the Kuna (1 kuna = 100 lipa). 1 EUR = 7,3 Kuna. Foreign currency can be changed in banks, exchange offices, post offices and in most tourist agencies.

**LOCAL TIME** – Central European time.

Most restaurants and shops welcome Eurocard/Mastercard, American Express, Diners and Visa. In the city money can be withdrawn from Automated Teller Machines with Eurocard/Mastercard, Diners, American Express and Visa Card.

For further and detailed information please visit [www.zagreb-touristinfo.hr](http://www.zagreb-touristinfo.hr)

## TRAVEL INFORMATION

### HOW TO GET TO ZAGREB

#### BY AIR

Zagreb Airport is located 17 km from the centre of the city, or 20-25 minutes drive. Zagreb is connected directly with main European cities.

#### BY TRAIN

The Main Railway Station is located in the centre of the City (at Kralj Tomislav Square 12, a ten minutes walk from the central city square). 10 min drive to Westin hotel.

#### BY ROAD

Main international roads are:

Trieste - Ljubljana - Zagreb  
Graz - Maribor - Zagreb  
Klagenfurt - Ljubljana - Zagreb  
Budapest - Varazdin - Zagreb

#### TAXI

A taxi service is available day and night.

## RESERVATION PROCEDURE

To confirm your presence at the ESF Congress, please fill in attached Accommodation Form, together with arrival and departure info.

Please, fill in one Accommodation Form for each person assisting to the Congress.

If you are looking for a Double Room, include in the name of the person (and federation) you are going to share the room with.

### DEADLINE FOR REGISTRATION: **31<sup>ST</sup> DECEMBER 2006**

All the reservations will be confirmed by the Organization Office by e-mail. In other case reservation will not be warranted. Please send the Accommodation Booking Form to:

Depol komunikacije, Petrova 45, 10000 Zagreb – Croatia

Tel: (+385) 1 2444 333 Fax: (+385) 1 2431 478

E-mail: [maja@depol.org](mailto:maja@depol.org)

## METHOD OF PAYMENT

### **BY BANK TRANSFER IN EUROS**

Depol komunikacije – European Softball Congress + Name of participant.

Foreign Currency Account number: IBAN: HR87 2340 0091 100182848, SWIFT: PBZGHR2X (PBZ, Oktogon, Ilica 5, 10000 Zagreb – Croatia).

**IMPORTANT:** All payments should clearly state the participant's name. Remittance should be free of charge to the receiver or add 7 Eur to cover bank transfer costs.

**IMPORTANT:** THE TRANSMITTER PREPAYS ALL BANK CHARGES!! PLEASE INDICATE PARTICIPANTS' NAME ON ALL TRANSFERS.

PAYMENT IS POSSIBLE, BY ARRIVAL AT THE CONGRESS, **ONLY IN CASH** ON WELCOME DESK. WE SUGGEST TO BE PAYED ALL IN ADVANCE OVER BANK ACCOUNT BEFORE THE ARRIVAL

ACCOMMODATION WILL BE CONFIRMED BY DEPOL KOMUNIKACIJE UPON RECEIPT OF YOUR DEPOSIT COVERING AT LEAST THE FIRST NIGHT. THE COST OF THE FIRST NIGHT IS NOT REFUNDABLE IN THE CASE OF CANCELLATION.

FOR THE BOOKINGS RECEIVED LATER THEN DECEMBER 31st 2006, WE CAN NOT GUARANTEE THE ROOMS AVAILABILITY AND PRICES.

## PROFESSIONAL CONGRESS ORGANIZER

**depol**   
komunikacije

Contact person: Maja Orsag

Petrova 45, 10000 Zagreb – Croatia

Tel: (+385) 1 2444 333 Fax: (+385) 1 2431 478

**[www.depol.org](http://www.depol.org)**

E-mail: [maja@depol.org](mailto:maja@depol.org)



## REGISTRATION AND ACCOMMODATION FORM

Accommodations for the Congress participants will be offered at hotel Westin\*\*\*\*. Participants will benefit from special rates. Approximately 3 weeks before the beginning of the congress you will receive your hotel voucher by e-mail or fax. The prices of hotel accommodation are per room per night including breakfast, city tax and VAT.

**YOUR DETAILS:** *Please fill out the form*

Family name	
First name	
Title	
FEDERATION	
Address:	
Postal Code	City
Country	State
Telephone	Telefax
E-mail	

### I WILL NEED THE FOLLOWING ACCOMMODATION:

Hotel	Double Room	Single Room
Westin ****	150 EUR	120 EUR

Prices shown are in Euros per room per night, including breakfast, city tax and VAT and are payable in advance.

Type of room:	Single <input type="checkbox"/>	Double <input type="checkbox"/>	Twin <input type="checkbox"/>
Date of arrival:	01.02. <input type="checkbox"/>	02.02. <input type="checkbox"/>	03.02. <input type="checkbox"/>
Date of departure:	03.02. <input type="checkbox"/>	04.02. <input type="checkbox"/>	05.02. <input type="checkbox"/>

If a double room is requested, please indicate the name of the person that is shared with

Family name
First name

Hotel reservations should be sent to Depol komunikacije by **December 31st 2006**. For reservations received after that date, we can not guarantee the room's availability and prices. Accommodation will be confirmed by Depol komunikacije upon receipt of your deposit covering at least the first night. The cost of the first night is not refundable in case of cancellation. The remainder of the bill should be paid no later than **January 30th 2007**, or on arrival at the congress in **CASH only**.

### Special requirements

If you want to come earlier or extend your stay please feel free to contact Depol komunikacije.

### TRANSFER:

Transfers from Zagreb international airport to the hotel and back will be offered free of charge for all participants. To reserve your place please supply us with your arrival flight details:

Arrival date:	Time:	Flight number:
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Departure date:	Time:	Flight number:
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### PAYMENT:

Total to be paid:	EUR
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**METHOD OF PAYMENT-** All payments should clearly state the participant(s) name(s).  
The following mean of payment are accepted:

- **by bank transfer for foreign participants in Euros to Depol komunikacije**

Please transfer the amount payable to Foreign Currency Account number:

IBAN CODE: HR87 2340 0091 100182848

SWIFT: PBZGHR2X (PBZ, Zagreb, Ilica 5 - Oktogon)

Remittance should be free of charge to the receiver or add € 7 to cover bank transfer costs.

**IMPORTANT:** THE TRANSMITTER PREPAYS ALL BANK CHARGES!! PLEASE INDICATE PARTICIPANTS' NAME ON ALL TRANSFERS. BY ARRIVAL PAYMENT IS POSSIBLE **ONLY IN CASH** AT THE REGISTRATION DESK. WE SUGGEST PAYMENT ALL IN ADVANCE BY BANK TRANSFER BEFORE THE BEGINNING OF THE CONGRESS.  
FOR BOOKINGS RECIEVED AFTER DECEMBER 31st 2006, WE CANNOT GUARANTEE ROOM AVAILABILITY AND PRICES.

Name:	Date:
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PLEASE RETURN THIS FORM TO THE CONGRESS SECRETARIAT NO LATER THAN December 31st 2006.

**depol**   
komunikacije  
PCO, Event & Association  
Management Company

Depol komunikacije Ltd., Petrova 45, 10000 Zagreb, Croatia  
Phone: +385 1 2444 333 Fax: +385 1 2431 478 e-mail: maja@depol.org,  
[www.depol.org](http://www.depol.org)