



Invitation to the 23rd EU Annual Workshop of the National Reference Laboratories for Fish Diseases and the 10th EU Annual Workshop of the National Reference Laboratories for Crustacean Diseases

Held back to back from the 27th to 29th May 2019

**Technical University of Denmark
Anker Engелunds Vej 1, building 101 (room S09)
2800 Kgs. Lyngby, Denmark**

Dear colleagues,

We are pleased to announce that the 23rd EU Annual Workshop of the National Reference Laboratories for Fish Diseases and the 10th EU Annual Workshop of the National Reference Laboratories for Crustacean Diseases will be held in May 27th to 29th at the premises of the Technical University of Denmark in Kgs. Lyngby, Denmark. **The 27th and 28th are allocated to the Fish AW and the 29th to the Crustacean AW.** Please see the enclosed map and instructions for guidance.

Please note that no official invitation will be sent from the Commission to the CVO of your country and it will be our responsibility as NRLs to assure the participation of the right colleagues.

The cost for holding the workshops is funded by the European Commission through the EURL and the Commission Regulation allows us to cover travel and hotel expenses as well as meals for one participant from each EU Member State for each workshop. In addition, one person from non-Member, but associated countries, is allowed reimbursement. Due to EURL funding changes, the EFTA countries (Iceland, Liechtenstein, Norway and Switzerland) will not be reimbursed this year and therefore have to sign up as **“Others”**. For practical reasons (limited space); if more than one participant from each country wishes to participate, it should be arranged with the organisers. Due to budget restrictions, we kindly ask you to reserve your flight ticket as soon as possible and take advantage of “early bird” reservations in order to keep expenses as low as possible.

In order to complete the registration please access Conference Manager at the following link and fill in all the information required. You will receive an automatic email for confirmation:

<https://www.conferencemanager.dk/eurlDTU2019>



Please consider that:

If you take part in the Workshops as invited speaker, NRL representative of an EU Member State (one for each Member State) or NRL representative of an associate Member State (one for each associated country) select **“EU and associated countries (not EFTA members)”** registration when signing up. In these cases:

- You will have to reserve and pay your travel expenses (it will be reimbursed afterwards).
- You will have to scan and send us flight boarding cards, invoices/receipts with factual paid amount for travel expenses and other costs incurred in connection with your travel (meals, metro, parking, etc. however, no taxi fares will be refunded). You will then be reimbursed as quickly as possible.
- Due to EURL funding changes, the EFTA countries (Iceland, Liechtenstein, Norway and Switzerland) will not be reimbursed this year and therefore has to sign up as **“Others; 1) non-EU members and 2) additional delegates from EU and associated countries”** (see below).

If you take part in the workshops and you do not belong to one of the categories mentioned above, please select **“Others; 1) non-EU members and 2) additional delegates from EU and associated countries”** when signing up. The participation in the workshops cost 125 DKK per day to cover lunch and coffee while travel expenses and accommodation are not included. You will have to transfer the related amount of money to cover expenses for the banquet dinner, through the online system using a credit card.

NB: Deadline for registration is April 25th 2019



Hotel reservation

There is no booking form for the hotel this year, instead you will book rooms during registration in Conference Manager. We have pre-booked rooms from 26th to 30th of May for all participants at:

CABINN City
Mitchellsgade 14
1568 København V
E-mail: city@cabinn.com
Phone: (+45) 33 46 16 16

Single room including breakfast is 846,- DKK. per night (approx. 115 EUR). Please reserve a room from the day before the respective workshop as it will not be possible to attend the workshop in Lyngby at 9 a.m. if you arrive on the same day.

NB: We can guarantee the reservation up to one month before the meeting; thereby the deadline to reserve your room is April 25th 2019. We cannot guarantee that there will be available rooms after that date.

Bus service from hotel Cabinn City

We have organized free bus service for all participants from hotel Cabinn City to DTU building 101 in the morning of the 27th, 28th and 29th May (further information on the free bus service to and from DTU will appear in the programme).

Banquet dinner

On the 28th there will be a banquet dinner for the fish AW and on the 29th for the crustacean AW. We are still in the process of selecting the locations and will soon inform you about it.

Scientific programme and presentations

We would like to remark that **proposals for contributions for the Annual Workshops sessions are very much encouraged and welcome.**

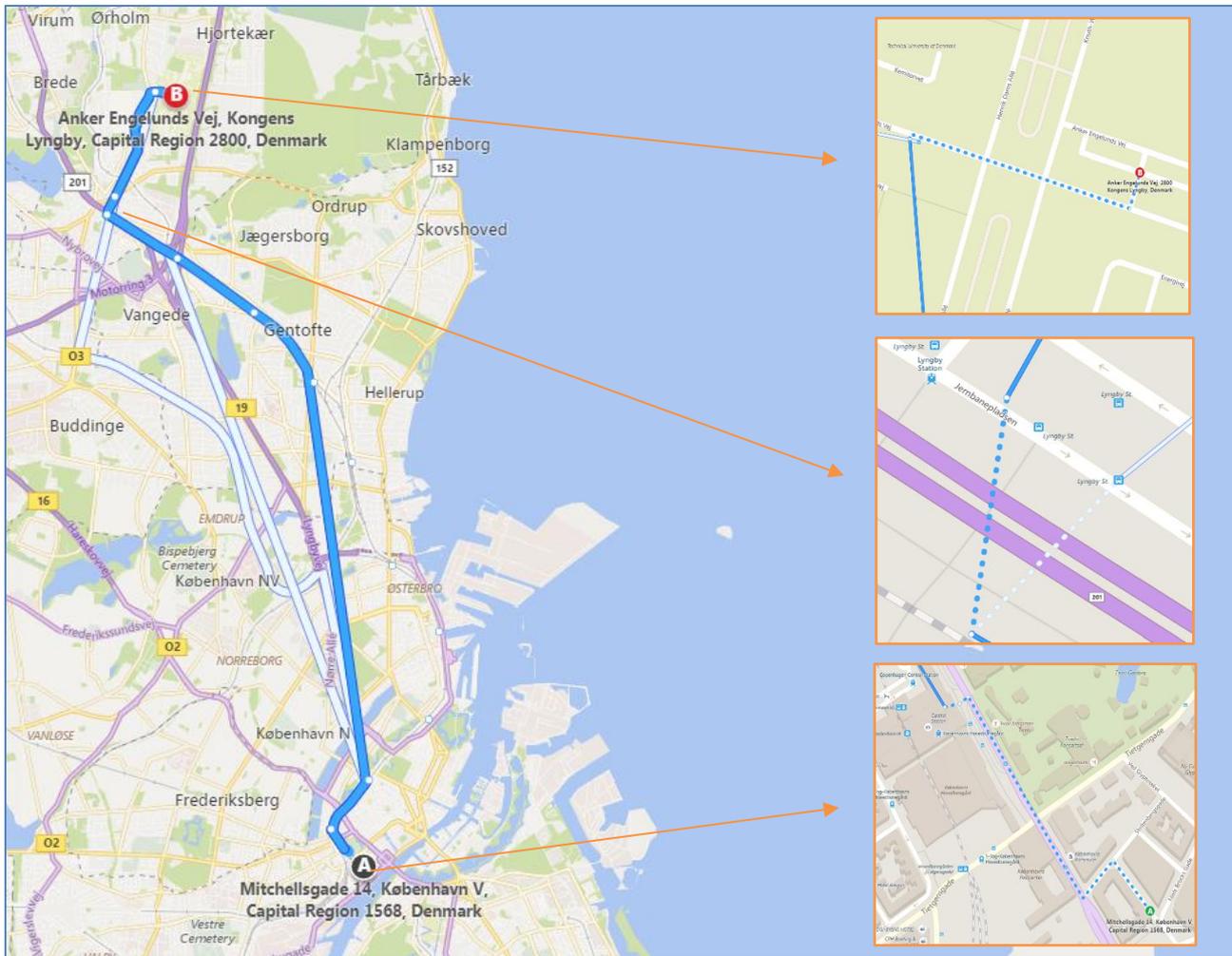
We are looking forward to seeing you in our facilities at Kgs. Lyngby, Denmark.

Sincerely yours,

The EURL Fish and Crustacean Team



Location of the Annual Workshops and hotel



A Mitchellsgade 14, København V, Capital Region 1568, Denmark

Walk: From Source Location to København H
0.5 km, about 6 min

Inter-city Rail: Take E - Holte St.
Depart: København H

Arrive: Lyngby St.
Previous stop is Jægersborg St.
If you reach Sorgenfri St., you've gone too far

Walk: From Lyngby St. to Lyngby St.
65 m, about 1 min
2 minutes to make the connection

Bus: Take 300S - Gl. Holte Øverødvej
Depart: Lyngby St.

Arrive: DTU (Anker Engelunds Vej)
Previous stop is Lyngby Handelsskole Knord (Anker Engelunds Vej)
If you reach Rævehøjvej, DTU (Lundtoftegårdsvej), you've gone too far

Walk: From DTU (Anker Engelunds Vej) to Destination Location
59 m, about 1 min

B Anker Engelunds Vej, Kongens Lyngby, Capital Region 2800, Denmark

EUROPEAN UNION REFERENCE LABORATORY FOR FISH AND CRUSTACEAN DISEASES

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