



**INTERNATIONAL SOCIOLOGICAL ASSOCIATION
ASSOCIATION INTERNATIONALE DE SOCIOLOGIE
ASOCIACION INTERNACIONAL DE SOCIOLOGIA**

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**CHOICE OF THE SITE OF
ISA WORLD CONGRESS OF SOCIOLOGY 2018**

The Executive Committee of the International Sociological Association invites all ISA collective members to make a bid for the site of XIX ISA World Congress of Sociology in 2018.

The bids should be received by the ISA Secretariat no later than *December 31, 2011*. All bidders will be requested to present their offers at the *spring 2012* annual meeting of the ISA Executive Committee.

Offers to host a World Congress should be extended by national sociological associations, collective members of the ISA, in order to ensure that there is an active sociological community in the country concerned which is formally committed to organizing the congress. While first initiatives may obviously emanate from other institutions (universities or sociology departments, national tourist organizations, airlines, congress centers, professional congress organizers, etc.), these initiatives will only be seriously considered by the ISA Executive Committee if fully backed by the national sociological association concerned.

A collective member that wishes to host a Congress shall indicate the availability of an adequate Congress site for a minimum of one week, preferably during the months of July or August. Adequate shall be defined as meeting the following conditions:

VENUE

1. Requirements for local organisational support

- Commitment to assist in the organisation of the following aspects of the event:
 - Social programme (opening reception and closing reception)
 - Rent of the conference venue(s)
 - Organisation of lunches and coffee breaks
 - Hotel accommodation for participants
 - _Venue and rooms signing
- Local transport arrangements, if needed

2. Date of the conference

Availability of the site for a week, preferably during the months of July-August.

3. Requirements for a conference venue

- Facilities for 4,000 or more persons in attendance
- 1 plenary hall at least for 3000 persons
- 6 rooms for 300 persons (simultaneous sessions)

- 65 session rooms for 60-150 persons (simultaneous sessions)
- Office facilities for an ISA Secretariat (see also technical equipment requirements)
- Book exhibit space: 20 book sellers (at the meeting site, or in close proximity)
- Luncheon facilities on the conference site or in restaurants within walking distance that could serve 4000 persons within two hours;
- Banking facilities, postal facilities, travel agency facilities, medical service, and public copy facilities at the conference site, or in very close proximity.

4. Technical equipment requirements

- Standard audio-visual equipment in all session rooms: computer or laptop with Power Point and data projector.
- Availability of other equipment: internet connection, video player, slide projector, overhead projector, projection screen, white/blackboard or flip charts, microphone system (if needed)
- Office facilities for an ISA Secretariat of at least 5 persons with computer, printer, international telephone/fax/e-mail facilities, internet connection, and coping machine, etc.
- Cybercafé/ WiFi at the conference site.

5. Requirements for hotel facilities

- Efficient and reliable hotel-booking system
- Hotels of different categories:
 - 40% two star hotels
 - 50% three star hotels
 - 10% four star hotels
 - Total room capacity in the city of more than 4000 rooms
- Distance between conference venue and hotels no more than 20 minutes by public transport
- Availability of inexpensive accommodation, for example student dormitories.

6. Requirements for international transport

- An international airport close to the city
- Regular and direct connections with all main airports across the globe.

COSTS

1. The costs of conference participation shall be shown to be reasonable:

- A list of approximate air fares from representative sites across the globe shall be submitted with the bid, including what reduction might be secured from the national or other airlines;
- Costs of hotel accommodations and their proximity to the conference site (including mode of transport from hotels to conference site); availability for at least 2,000 persons of medium and low-cost accommodations (including student dormitories);
- Possibilities of low-cost luncheon programs at the conference site;
- Possibilities of reasonably priced tourism programs, prior to or following the Conference.

2. The bidder shall demonstrate its ability to assume advance costs (from its own funds or from subsidies it shall obtain locally) for the conference on the following basis:

- ISA works normally with its own PCO which handles all pre-registrations as well as on-the-spot registrations during the conference week. Registration fees shall be set by the ISA.
- ISA Programme Committee assumes responsibility for preparing the scientific program, together with the Local Organizing Committee (LOC) composed of representatives of the local sociological association.
- The LOC shall secure funds to finance a one-week seminar preceding the Congress for the winners of the Worldwide Competition for Junior Sociologists.
- The LOC shall seek funds to help meet the travel expenses of Congress paper-givers coming from the less developed countries.
- The surplus from receipts of the Congress shall be divided 80-20 between the ISA and the LOC.

Madrid, January 2011