



SECRETARIA DE ESTADO DA CULTURA
CINEMATECA PORTUGUESA

45º CONGRESSO FIAF
45th FIAF CONGRESS
45ème CONGRES FIAF

LISBOA - APRIL 1989

NEWSLETTER 2

Dear Colleague,

We are happy to announce that a special office has been set up at Cinemateca Portuguesa to prepare in full detail all the logistics and organization of the 45th FIAF Congress in Lisbon.

As Executive Secretary, I will from now on have the pleasure to forward any information you might need concerning the initiative.

1. ENROLLMENT AND HOTEL BOOKING

This Newsletter is especially intended for your enrollment in the Congress and the booking of accommodation. For these purposes you will find enclosed:

- a) a definitive schedule of working activities (please note changes);
- b) an enrollment form which I ask you to fill in and send back as soon as possible, whether or not you wish to book your hotel room through us. Please fill in one form for each delegate. We suggest you make photocopies of the form if your delegation consists of more than one person;
- c) a list of the countries whose citizens will need a visa in order to enter Portugal;
- d) leaflets of the hotels we have selected, in order to give you a more precise idea of the kind of accommodation available.



OFFICIAL CARRIER

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2. CONSTITUTION OF DELEGATIONS

Considering the specific subjects to be discussed at the symposia, allow me to underline our interest in the participation of anyone involved in these particular areas. In fact we think that such participants - many of which do not usually take part in FIAF Congresses - would indeed give a most valuable contribution to the debates.

3. ARRIVAL / DEPARTURE DATES

We suggest that you arrive in time to attend the cinema session on the evening of Sunday 16th and do not leave before Sunday 23rd. In order not to miss our closing dinner party on Saturday 22nd. We would be pleased to have you with us on both occasions.

4. TRAVEL ARRANGEMENTS

Portugal's national airline TAP-AIR PORTUGAL has been appointed "Official Carrier" of the 45th FIAF Congress. Its offices all over the world are thus prepared to help you with your travel arrangements. Whether or not you wish to fly TAP, their offices can book your flight and help you make your travel arrangements. You may contact your local TAP agent.

5. VISAS

Please check the enclosed list of countries whose citizens will need a visa in order to enter Portugal. Citizens of these countries must contact the Portuguese Embassy or Consulate as soon as possible.

Registration

6. SUBSCRIPTION FEE FOR EXTRA DELEGATES AND VISITORS

As you know, it has been current practice that participation in FIAF congresses free of extra charges for social events is limited to three for member archives and one for observers. Although most welcome, any extra delegates or visitors will therefore have to pay a subscription fee of 150 US dollars. This fee covers all social activities such as projections, excursion and dinner parties.

7. RESTRICTIONS OF PARTICIPATION

Allow me to draw your attention to the fact that the following meetings are restricted to participants directly concerned:
Executive Committee, Archives of Portuguese Speaking Countries, Elected Executive Committee, Domitor and FIAF Commissions' meetings.



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8. DEADLINE

Your form should reach us not later than NOVEMBER 15. Your prompt collaboration, dear colleague, is essential for the well functioning of our management and for keeping the accomodation conditions we are offering.

Your answer and any other correspondence related to the congress should be sent to:

Cinemateca Portuguesa FIAF 89
rua Barata Salgueiro,39
1200 LISBOA
PORTUGAL

Direct Phone: (351.1) 55 76 70
Telex: 15308 Citeca P

I believe I have summed up all the basic information you need at this stage for the preparation of your visit to Lisbon. Return your form as soon as possible and please don't miss the deadline. I will be glad to help you with any information you might need in the meantime.

Looking forward to hearing from you at your earliest convenience, yours most sincerely,

Lisbon, October 1, 1988



Vera Futscher Pereira
Executive Secretary