



Thank you for your interest in attending EurOpen 2016!

Based on experience from previous tournaments, we feel that the payment schedule now laid out should meet most of the countries' required planning times (see also more details on page 2). If you have any difficulties matching these deadlines, please contact us at europen2016@schoolsdebate.de

- Stage 1 (1st July - 8th Sep): **Registration applications**

We'll only need the numbers of how many teams and delegates you'll be sending. You will receive an application confirmation **including bank details** and the prospective [total fees](#).

→ Please note that you cannot sign up fewer judges than teams. ←

If you need to make changes during Stage 1, please do so via e-mail: europen2016@schoolsdebate.de

Once all applications are in (mid of Sep), we'll contact delegations about scratched teams if the total number should exceed the **team cap of 32** as close to these priorities as possible:

1. Mix of nations (new nations preferred over second/third teams)
2. Mix of institutions/schools per nation (max. three teams per nation)
3. Number of judges on delegation (the more, the higher the priority)
4. Number of debaters per team (higher preferred, five max per team)
5. Visa requirement status (application in process Y/N)
6. Keeping payment deadlines

10th of SEP: **Registration confirmation**

→ Please have half of your [fees](#) ready for transfer around these dates. ←

- Stage 2 (all of SEP): **Requires down (or full) payment of at least 50% if you need accommodation by 25th SEP**

- Pay 50% or send proof of transfer if you need accommodation.
- Once received, you can enter delegate names.
- Please note that this money is **non-refundable** as we'll need to pay cancellation costs in case you sadly cannot attend EurOpen for any reason.
- You are more than welcome to pay the full registration fees as early as Stage 2.
- Teams not requiring accommodation need to pay 100% before signing up.

- Stage 3 (10th SEP- 31st OCT): **Send arrival information for pickups**

If less than 32 teams apply, you can forget about all of this (except for the payment deadlines ☺) - then it's pretty much an open-door tournament.

Questions of any kind: europen2016@schoolsdebate.de

See you all soon in **Hamburg!**
Debating Society Germany e.V.



Registration and payment schedule 2016

Stage-1 registration	1 st July – 8th Sep	<p>All delegations provide contact info and number of teams/debaters/judges at www.schoolsdebate.de</p> <p>Team cap is 32. Nation team cap is three.</p> <p>There is no more opportunity to register past this date, regardless of vacancies.</p> <p>If applications exceed 32 teams, we will need to</p>
Receive confirmation of participation	10th Sep	Registration confirmation
50% payment due (non-refundable)	25 th Sep	Once your participation has been confirmed, you need to send at least 50% of your participation fee (according to your Stage-1 registration data) to us by this date.
Stage-2 registration	10 th Sep- 10 th Oct	<p>All delegations and individuals who</p> <ul style="list-style-type: none"> • have registered during Stage 1 • have clarified all national cap constraints • have paid 50% <p>are eligible to register debaters, judges and observers.</p> <p>There is no more opportunity for visa countries to register names past this period. Not doing so means waiving your team slot(s).</p>
Final payment due for all teams	15 th OCT	<p>Final payment or proof of transfer must be received by this date from all teams.</p> <p>Registration is complete!</p>
Stage 3	10 st SEP - 31 st OCT	<p>All teams who completed Stages 1 and 2 send off their arrival info for pick-ups at any of the following places:</p> <ul style="list-style-type: none"> • Hamburg Airport • Hamburg Central Station • Hamburg ZOB
Draw release	23 rd OCT	Draw will only feature fully registered teams.
EuroOpen arrivals 😊	3 rd NOV	

Contact us:

europen2016@schoolsdebate.de

Payments:

Once you've registered you will receive bank account details (IBAN/BIC).

Looking forward to seeing you in Hamburg!

Debating Society Germany e.V.