

### Third Circular

Workshop of the International Space Science Institute (ISSI)

## Planetary Systems and Planets in Systems

held in Saas Fee, Switzerland, on 2–6 September 2002  
in honor of the 60<sup>th</sup> birthday of Michel Mayor

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Workshop Secretary: Brigitte Fasler, ISSI Bern, [brigitte.fasler@issi.unibe.ch](mailto:brigitte.fasler@issi.unibe.ch)

Co-sponsor: Swiss Space Office, [www.sso.admin.ch](http://www.sso.admin.ch)



*This circular is based on the [second circular](#) and contains only important items that have been updated in the meantime. Its main purpose is to serve as a reminder to all those who have not yet sent us their hotel reservation information and/or their abstract to do so as soon as possible.*

#### 5. Workshop programme (pre-final version)

The workshop programme as it currently stands is given in the file [programme.pdf](#). Note that this is not the final programme, as the convenors are still working on filling the few empty slots and on accommodating a few requests for rescheduling. These authors will be contacted directly, and the others should be prepared to shifts by one or two half-hour slots.

#### 6. Abstracts

Abstracts are kindly requested for all presentations. Please see the [second circular](#) for a LaTeX template, but abstracts are accepted in any format (preferably electronic) as long as they fit on a single page. Please submit your abstract as soon as possible, but no later than 10 days before the workshop.

#### 8. Funding of the workshop

ISSI will fund all participants by providing the accommodation cost including half-board (breakfast and dinner) for the time of the meeting, up to a maximum of 7 nights. However, ISSI is not in a position to cover travel costs, taxis, phone calls etc.

*The hotel costs (room and half-board) will be paid by ISSI directly, except for any extras charged to the room; these charges the participants should pay themselves upon departure. Likewise, those participants who are accompanied by their partners should pay 50 % of the room charge upon departure.*

There will be no registration fee for this workshop, and each participant will receive a free copy of the workshop volume.

## **10. Social programme**

All participants are invited to meet for an icebreaker or welcome drink at Hotel Schweizerhof on Sunday, 1 September, at 8 p.m.

A workshop dinner will be offered to all participants on Wednesday, 4 September, also at Hotel Schweizerhof.

The social programme will be co-sponsored by the Swiss Space Office (SSO, [www.sso.admin.ch](http://www.sso.admin.ch)).

## **12. Registration and hotel reservations**

Registration information is urgently needed of those participants who have not provided it already. If so, please contact Brigitte Fasler (Tel. +41-31-631-4896, Fax: +41-31-631-4897, email: [fasler@issi.unibe.ch](mailto:fasler@issi.unibe.ch)) right away.

## **13. Deadlines**

Registration (form on next page): immediately

Abstracts: 25 August 2002

## **14. List of participants**

See [participants.pdf](#) for a list with affiliations and email addresses. A bold letter **Y** in the 'Reg.' column indicates that we have all the requested information – the others should let us know their travel dates immediately.

## Registration Form

### ISSI Workshop

### **Planetary Systems and Planets in Systems**

held in Saas Fee, Switzerland, on 2–6 September 2002

**I plan to attend this workshop and request a reservation as follows:**

Name\*:

Affiliation\*:

Address\*\*:

City\*\*:

Zip Code\*\*:

Country\*\*:

Tel\*\*:

Fax\*\*:

Email\*\*:

\* Please indicate how this should be printed on the badge

\*\* You may skip these lines in case you have given the information with your pre-registration

**Hotel reservation:**

Arrival date and time:

Departure date and time:

Willing to share room (Y/N):\*

If yes, indicate with whom:

Special requests:

A confirmation of your reservation will be faxed to you as soon as it has been processed.

If you have to cancel this reservation please notify the hotel at least 48 hours in advance.

**Working group number:**

**Comments:**

*Please send this form to:*

*International Space Science Institute, Hallerstrasse 6, CH-3012 Bern, Switzerland*

*or fax it to +41 31 631 4897*

*or send this information by e-mail to [ysteiger@issi.unibe.ch](mailto:ysteiger@issi.unibe.ch) or to [fasler@issi.unibe.ch](mailto:fasler@issi.unibe.ch).*