

REGISTRATION FEES

Delegate from a BIR Gold member firm*:

- € 850 if the registration form is received before 18 September 2009
- € 920 if the registration form is received after 18 September 2009

Delegate from a BIR ordinary member firm and/or Member of Dutch national associations affiliated to BIR (FNOI, MRF, VHT, VACO):

- € 920 if the registration form is received before 18 September 2009
- € 1000 if the registration form is received after 18 September 2009

Young Trader (only if from a BIR member company and if under 35 years):

- € 600 at all times

Delegate from Textiles, Tyres, Plastics:

- (access to other divisional meetings not allowed)
- € 600 at all times

Observer:

- € 1200 at all times

* Special discount: for those Gold member firms who wish to register more than two delegates, a special discount of 20 % will be applied to additional delegates' registration fees, provided that all the registration forms are returned to MCI together with corresponding payment.

BIR does not offer a daily rate and each delegate, regardless of the time spent at the convention, must pay the full registration fee. An accompanying person (i.e. spouse or companion of the delegate not involved in business) receives a complimentary badge and has access to the hospitality area and the Welcome Reception, but not to the meetings. He/she can also participate in any other social event or tour and book the corresponding ticket(s) on the delegate's registration form.

The delegate's registration fee covers:

- the participation in the plenary meetings (with simultaneous interpretation) and workshops
- one invitation to the Welcome Reception on Monday, 26 October 2009
- one Divisional Luncheon (to be selected on the registration form)*
- the accompanying spouse/companion's complimentary registration: badge, access to the hospitality area and the Welcome Reception.

* Please note that only one divisional luncheon is included in the delegate's registration fee. One additional ticket can be purchased by the registered delegate for the other divisional luncheon for € 60. Please indicate on your registration form which divisional luncheon(s) you have selected. Special meals (vegetarian, special diet meals, etc.) can be provided upon request.

HOTEL RESERVATION CONDITIONS

To make a hotel room reservation, please use the enclosed registration and hotel reservation form and return it as soon as possible to MCI. Your reservation is binding on the hotel only if you guarantee it by providing your credit card details or by advance payment covering the total number of nights in the hotel and room category of your choice.

Rooms will be allocated on a first-come first-served basis. Any change of a reservation should be made in writing to MCI and not directly to the hotel. The reservation is binding for the hotel as well as for the guest for all nights reserved when confirmed by MCI. Please note the hotel cancellation policy hereafter. Confirmation of the hotel room reservation will be sent by MCI to each delegate as soon as the registration and hotel reservation form as well as the credit card guarantee or advance payment has been received.

If the requested hotel has no vacancy, MCI reserves the right to arrange accommodation in one of the other hotels proposed by BIR. In case MCI suggests a hotel other than the one you originally asked for, we recommend that, before confirming your agreement, you check the category and service of the hotel in question on the Internet.

Your hotel charges are payable by you directly to the hotel at the time of departure. The hotel will deduct any deposits and issue the appropriate invoice covering the balance.

METHODS OF PAYMENT

Credit card (no additional charge):

AMEX, Eurocard/Mastercard, VISA

Bank transfer:

Bank: ABN Amro Bank, the Netherlands
Swift: ABNANL2A
Account: 54.99.11.553
IBAN: NL62ABNA0549911553
Name: ICS BV
Ref.: BIR 2009 - [your name]

CANCELLATION AND REFUND POLICY

Cancellation of your convention registration

Notice of cancellation must be sent in writing only to the convention organizer MCI and not to the BIR Secretariat. In case of cancellation by 1 October 2009, the payment will be refunded, minus a handling fee of € 50. No refund will be made after 1 October 2009. Please note that all refunds will be processed after the convention.

Cancellation of your hotel reservation

Your reservation is binding for the hotel only if you guarantee it by providing your credit card details or after receipt of the deposit payment. If you fail to honor a booking, the hotel is entitled to charge the room rate to your credit card.

Please note the general terms and conditions for hotel bookings: once MCI confirms a reservation, a binding contract for the provision of hotel accommodation is concluded between the ordering party (the guest) and the hotel arranged by MCI. Both parties are under the obligation to fulfill the conditions of the contract. If the hotel fails to provide the reserved room, it is liable to the guest for damages. The guest undertakes to pay the agreed price even if he or she fails to make use of the reserved room.

Cancellations made more than two weeks before the announced arrival date will be honored subject to € 50 administration costs. Cancellation made less than two weeks before the announced arrival date or no-show will entitle the hotel to keep the equivalent of the reservation value – unless MCI has been able to allocate your room to another BIR delegate for the same nights.

In the case of strikes, flood, fire, "force majeure" or any other circumstances beyond the control of BIR resulting in the partial or complete cancellation of the Convention (and of any part of its programme), BIR cannot be held liable. No refund of the registration fees or of the hotel pre-payment/deposits will be made.



Bureau of International Recycling (aisbl)
Avenue Franklin Roosevelt 24, 1050 Brussels, Belgium
Tel.: +32 2 627 57 70 - Fax: +32 2 627 57 73
E-mail: bir@bir.org - <http://www.bir.org>



BIR Autumn Round-Table Sessions



Amsterdam
(25) 26-27 October 2009
Hotel Okura Amsterdam

VENUE

Hotel Okura Amsterdam *****
Ferdinand Bolstraat 333
1072 LH Amsterdam
The Netherlands
Tel: +31 (0)20 6787 111
Fax: +31 (0)20 6712 344
Websites: <http://www.okura.nl/>

1 Hotel Okura
2 Bilderberg Garden Hotel
3 Golden Tulip Apollo Hotel

The Hotel Okura Amsterdam offers a unique five-star elegance and stylish luxury combined with unrivalled high-class accommodation facilities. Tastefully decorated with stunning fabrics and fittings, most of the rooms have a panoramic view of the city. The Okura is located on the banks of the Amstel Canal, close to the financial, cultural and entertainment district of Amsterdam. The city's motorways are easily accessible and Schiphol Airport is only a 15-minute drive away.

The Hotel Okura has a maximum total of 250 rooms in different categories (i.e. rates) to offer for each night. The rooms will be allocated on a "first-come first-served" basis! Rooms are also available in two supporting hotels (see map).

BIR has negotiated special rates for its delegates that apply if the reservation is made before 18 September 2009 through the conference organizer MCI (details see below). Should you find travel agencies or online booking services which offer cheaper rates, please feel free to take advantage of these offers.

Rooms are also available in the two supporting hotels Bilderberg Garden Hotel and Golden Tulip Apollo Hotel (location see map).

PROFESSIONAL CONFERENCE ORGANISER

For all questions regarding registration and hotel bookings do not contact the BIR Secretariat but the local conference organiser:

MCI Amsterdam Office
P.O. Box 14645
1001 LC Amsterdam
The Netherlands
Tel: +31 (0)20 679 3218
Fax: +31 (0)20 675 8236
E-mail: BIR-Amsterdam2009@mci-group.com

VISA

Visa applications must be made as soon as possible. MCI will be pleased to assist you until 30 September 2009 to issue a visa letter for your embassy/consulate. After this date, MCI cannot guarantee that the visa application will be accepted. Please do not contact the BIR office with visa requests.



PROVISIONAL SCHEDULE OF THE MEETINGS

Please note that the schedule might be subject to small changes prior to the Convention.

More details on speakers and special workshops will be circulated in due course and we recommend that you regularly visit the BIR website at www.bir.org for Convention updates.

SUNDAY, 25 OCTOBER 2009

Registration: from 14.00 to 18.00

10.00	Convention Committee	by invitation
11.30	Finance Committee	by invitation
13.00	Communications Committee	by invitation
14.30	Membership Committee	by invitation
16.00	Advisory Council	by invitation
18.30	Press Cocktail	by invitation
20.00	Advisory Council Dinner	by invitation

MONDAY, 26 OCTOBER 2009

Registration: from 08.30 to 18.00

08.00	Non-Ferrous Metals Board	by invitation
09.30	Non-Ferrous Metals Round-Table + trading session	plenary
10.00	Paper Board	by invitation
11.30	International Environment Council	plenary
13.00	Luncheon Non-Ferrous, Plastics, Paper	
14.30	Plastics Round-Table + trading session	plenary
15.00	Nominating Committee	by invitation
16.00	Paper Round-Table + trading session	plenary
16.00	Stainless Steel & Special Alloys Board	by invitation
17.00	Shredder Board	by invitation
19.00	Welcome Reception	
20.30	Young Traders Networking Dinner	by invitation

TUESDAY, 27 OCTOBER 2009

Registration: from 08.30 to 18.00

08.00	Ferrous Board	by invitation
09.30	Ferrous Round-Table + trading session	plenary
11.00	Ambassadors Committee	by invitation
11.30	Stainless Steel & Special Alloys Round-Table + trading session	plenary
11.30	Textiles Board	by invitation
13.00	Luncheon Ferrous, Stainless Steel, Textiles, Tyres	
14.30	Young Traders Committee	by invitation
14.30	Textiles Round-Table + trading session	plenary
16.00	Tyres Round-Table + trading session	plenary

WELCOME RECEPTION

Beurs van Berlage

(former building of the Amsterdam Commodity Exchange)

Monday, 26 October 2009, 19.00 h

Duration: Approximately 2 hours

All BIR delegates and registered spouses are kindly invited to attend our traditional Welcome Reception.

The Beurs van Berlage was built between 1898 and 1903 by Hendrik Petrus Berlage for the municipality of Amsterdam to house their commodity exchange. The building with its splendid halls and rooms is a unique location for dinners, conferences and concerts and hosted the Royal Wedding in 2002.

Dress code: Business suit

Please make sure to confirm your and your spouse's participation on the registration form. Late registrants might not have access to the reception. Participants to the party are advised to reserve a table for dinner at one of the hotel restaurants or at a restaurant located down-town. Booking could be arranged through MCI.

CONDITIONS OF ATTENDANCE

BIR Conventions are strictly reserved to delegates representing BIR commercial firms or affiliated national federations, which have paid their annual membership dues. Membership of a national federation affiliated to BIR does not entitle a company to send delegates to the Convention, unless the company is affiliated to BIR. Nevertheless, we will exceptionally invite at the same fees as BIR ordinary members the Dutch companies which are not affiliated to BIR but are member of one of the Dutch federations: FNOI, MRF, VHT, VACO.

An "Observer" status can also be granted to any other non-member visitor who never attended a BIR Convention and this for one BIR Convention only. Any person wishing to attend under this capacity must submit his/her request to the BIR Secretariat. After the convention, the observer must make sure that his/her company joins the organisation if he/she wants to attend any future BIR Conventions.

Three registration forms and one pre-printed envelope are enclosed in this programme. Please complete one registration form per delegate and return it to MCI AMSTERDAM before the deadline in order to benefit from a reduced registration fee and to obtain a hotel room at our special rate. Additional forms can be obtained upon request.

In order to provide you with a better and faster service, we strongly recommend that you use our online booking system for registration and hotel bookings via our special Amsterdam website on

www.bir.org



SERVICES AT THE CONVENTION

Registration Desk and Convention Secretariat

The counter of the convention secretariat will be located on the first floor of the Okura Hotel.

Opening hours:	
Sunday, 25 October 2009	from 14.00 – 18.00 h
Monday, 26 October 2009	from 08.30 – 18.00 h
Tuesday, 27 October 2009	from 08.30 – 18.00 h

List of Participants

On arrival, each registered delegate will receive the official participants list indicating delegates' full names, company names and addresses, the hotel they are staying at and the division codes which will allow the delegates to identify their potential customers. This list will only include delegates whose registration forms have been received **before 15 October 2009**. Additional lists mentioning the late registrants will be available at the registration desk during the convention.

As from 14 September 2009, the provisional list of participants will also be available to the delegates of the BIR Gold Member firms on the special Amsterdam website on www.bir.org.

Reservation of advertising space:

Interested companies can buy an advertisement space in the list of participants, the final programme and/or the proceedings of the convention. Please fill in the advertising form which is enclosed in this programme and return it along with your payment to the BIR Secretariat in Brussels **before 30 September 2009**.

Hospitality & Bar

Complimentary coffee, tea and soft drinks will be served in the hospitality area, i.e. the foyer of the meeting and luncheon rooms, during the convention secretariat's opening hours.

Divisional luncheon

Each day of the Convention – with the exception of Sunday, October 25 – registered delegates and their spouses can participate in a luncheon. One divisional luncheon is included in the delegate's registration fee. Additional tickets can be purchased by the registered delegate for the other divisional luncheon and for his/her spouse for € 60.

Please check the appropriate box(es) on the registration form.

Special meals (vegetarian, diet) can also be ordered on the registration form.

BIR Gold Member Club

Delegates representing companies that are affiliated to the BIR Gold Member Club benefit from a special registration fee discount

They will also have the privilege of using the Gold Member lounge which BIR has reserved exclusively for their use (with coffee/tea and soft drinks, secretariat facilities and Internet access). For further information on Gold Membership privileges please visit our website at www.bir.org or contact the Brussels Secretariat.

Simultaneous Interpretation

Simultaneous interpretation will be provided at all plenary sessions in English, French and German. Passive interpretation will be available from Italian or Spanish in the three BIR official languages.

LME and COMEX quotations

These quotations will be provided at all times in the Convention area.

Press

A **press room** will be accessible to registered journalists throughout the convention and a **press table** will display their trade publications on recovery and recycling in the hospitality area.

Exhibition Tables

Although there is no exhibition during our Autumn Round-Table Sessions, it is possible to rent an exhibition table in the hospitality area. The BIR Secretariat will contact the potential exhibitors in due time.

Business Suite Rental

BIR will be renting additional meeting rooms which delegates can book for up to 2 hours for their business appointments. Prices and availability can be checked at the convention registration desk.

HOTEL ACCOMMODATION

BIR offers its members to organize their hotel accommodation through MCI, but everybody is free to book his hotel directly or via a travel agency.

Rates at all below hotels are including VAT and service charges and excluding breakfast and city tax 5% (unless otherwise specified).

Hotel Okura Amsterdam **** (Convention Hotel)

250 rooms have been blocked on the peak nights at the Hotel Okura. However delegates are advised that these rooms are distributed in different categories from standard rooms to executive suites. There is a very limited number of standard and corner rooms and you might be granted a room of a higher category and at a higher price. Please check always the category of the room which MCI has allocated to you.

Standard Room	Single	€ 240	Double	€ 275
Corner Room	Single	€ 275	Double	€ 310
Junior Suite	Single	€ 310	Double	€ 345
Deluxe Room	Single	€ 310	Double	€ 345
Deluxe Junior Suite	Single	€ 345	Double	€ 380

Executive Rooms	Single	€ 360	Double	€ 410 (including breakfast)
Executive Junior Suite	Single	€ 395	Double	€ 445 (including breakfast)

Website: www.okura.nl
Address: Ferdinand Bolstraat 333 – 1072 LH Amsterdam
Tel: +31 (0)20 6787 111

Bilderberg Garden Hotel **** (Supporting Hotel)

The Bilderberg Garden Hotel is an elegant and stylish 5-star hotel set in the green and lively neighbourhood of South Amsterdam. Located within walking distance (20 minutes) from the Hotel Okura.

Deluxe Room	single/double	€ 259
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Website: www.bilderberg.nl/uk/hotels/gardenhotel
Address: Dijssehofplantsoen 7 – 1077 BJ Amsterdam
Tel: +31 (0)20 570 56 001

Golden Tulip Apollo Hotel **** (Supporting Hotel)

The Golden Tulip Apollo Hotel certainly has the most astonishing location, the only place in Amsterdam where 5 canals meet. This high-class 4-star hotel is located within walking distance (10 minutes) from the Hotel Okura.

Standard Room	single/double	€ 220
Executive Room	single/double	€ 245

Website: www.goldentulipapolloamsterdam.com
Address: Apollolaan 2 – 1077 BA Amsterdam
Tel: +31 (0)20 673 5922