



The Annual Convention of the Convocation of Episcopal Churches in Europe – 2019

Registration, transport and other information

When: Thursday, 24 October from 2:00 pm to Sunday, 27 October, following the Closing Eucharist and lunch.

Where: Château de Bogis-Bossey, Chemin Chenevière 2, 1279 Bogis-Bossey, Switzerland

Hosted by: Emmanuel Episcopal Church, 3 rue de Monthoux, 1201 Geneva. – The Closing Eucharist will be held at Emmanuel.

Please complete your registration form no later than 18 July 2019.

Registration fee and meals for partners and visitors

The full registration fee for those attending the Convention is: €295.

The full fee covers:

- Registration, venue and coffee breaks
- dinner on Thursday
- lunches on Friday, Saturday and Sunday
- Bishop's Banquet (Friday evening, including drinks)
- Africa Night on Saturday evening (not including drinks)
- transport to and from Emmanuel on Saturday night and to Emmanuel on Sunday morning for the Closing Eucharist
- transport from Coppet to Bossey graciously offered by parishioners

The costs for evening meals for partners and visitors not registering for the Convention itself are:

- Thursday evening at Bossey: €20
- Bishop's Banquet (Friday, including drinks): €63
- Saturday, Africa Night (not including drinks): €18

If you are not registering for the full Convention, **you must register for the meals you wish to attend.**

Additional meals: Lunch is available at Bossey on Thursday for anyone who has already arrived, and on Friday and Saturday for those who have not paid the full fee. The cost is CHF 23, to be paid directly (in Swiss francs). No reservation is necessary.

Location and Accommodation

The Convention will be held at the Château de Bossey, which is near Céligny in a lovely location overlooking Lake Léman and the Alps. It is the home of the Ecumenical Institute of the World Council of Churches which offers ecumenical studies to students from around the world. As well as enjoying the beautiful location, it will also give us an opportunity to interact with the students, especially during lunch. There is also ample parking.

The contract for the meeting includes the hotel rooms. Therefore, room reservations will be handled through our registration process. When registering you will be asked for your room preference, or whether you plan to stay elsewhere.

The Château has 22 single rooms and 18 double rooms with bath, plus 12 single rooms with shared bath, for a total of 70 people. **Reservations will be made on a first-come, first-served basis.** If no singles are remaining, you may have to double with someone. **Priority for rooms at Bossey will be given to delegates, clergy, speakers and invited guests.** The Registrar will confirm your room no later than a week after registration closes.

Cost of rooms, including breakfast:

Single room, with bath:	€105
Double room, with bath:	€130
Single room, with shared bath:	€ 64

Room reservations must be made with the rest of your registration, the cost to be added to your registration fee.

When requesting a room at Bossey, please specify the dates of arrival and departure at Bossey, especially as some of you may be staying at a hotel if arriving earlier or leaving later.

It is possible that some people will have to stay at a hotel in Geneva or Nyon. The closest hotels are in Nyon (a 12-minute bus-ride and 14-minute walk away), or Geneva (a slightly longer train&bus-ride). In either case, you will want a hotel a short walking distance from the train station. Arrangements will be made for pickup at the Céligny bus stop (closest to Bossey), if needed. If you are unable to stay at Bossey, hotel reservations should be made and paid directly by you. You may search for hotels on the web.

Recommended hotels in Nyon are:

- Hôtel des Alpes, <https://www.alpes-nyon.ch/>
- Hôtel de l'Ange, <http://www.hoteldelange.ch/>

Recommended hotels in Geneva are:

- Hotel Excelsior Genève, <https://www.excelsiorgeneve.ch/en/>
- There are numerous hotels near the train station and Emmanuel.

All this being said, we encourage most people, particularly delegates and clergy, to stay at Bossey, especially as our contract is based on our filling the reserved rooms. This will also keep to a minimum the need for transport assistance during the meeting. We will endeavor to keep the website updated on room availability.

Please contact us if you have special questions regarding accommodation and transport. Please do not contact the Château de Bossey, regarding accommodation or other questions.

Payment of registration fees, meals for partners/visitors, and accommodation at Bossey

The registration form will ask for details of type of registration, dates at Bossey, and type of room. The total amount should be paid by bank transfer in euros to (this is a euro account):

Fondation de la Chapelle d'Emmanuel
Banque Cantonale de Genève, 1211 Genève 2
IBAN: CH39 0078 8000 0507 1017 0
BIC/SWIFT: BCGECHGGXXX

Be sure to indicate on the bank transfer the person(s) for whom payment is made and purpose (fee, meals, accommodation). It is possible to pay the registration fee, meals for visitors, and hotel accommodation in separate transfers. Once payment has been made, send proof of the transaction via e-mail to the Registrar: helena.mbele-mbong@orange.fr

The deadline for all payments is: 1 September 2019.

Transport on arrival and departure

Please see separate document on transport – which should answer all your questions and then some.

Please specify the date, time and place of arrival (airport, Geneva main station [Cornavin], or Coppet): and the date, time and place of departure on the registration form. It is possible to arrive a day earlier and leave a day later. If this is not yet known at the time of registration, please send the information as soon as you have made your reservations to the Registrar at: helena.mbele-mbong@orange.fr . This will help us plan transport on arrival and possible needs for assistance at departure.

This is very important. Without this information you will not be met in Coppet to be driven to Bossey.

Transport during and at the end of Convention

Buses will be provided to bring everyone staying at Bossey to and from Emmanuel on Saturday evening for Africa Night.

Buses will also be provided the next morning to bring everyone to Emmanuel for the Closing Eucharist. A buffet lunch will be shared following the service.

You should plan to depart from Emmanuel, which is a short walk to the train station, where you can catch your train or a train to the airport.

Africa Night

The Saturday evening social event happily coincides with Emmanuel's annual Africa Night. This annual event, prepared by our African members and friends, is an opportunity to share the food, music and warm ambiance of Africa with our wider community, and is a major fund-raiser for a project in Africa. Our African members are delighted to be able to welcome you to this year's event.

Your registration includes the entrance for this event. Soft drinks, beer and wine are available for purchase. There will be a number of African items for sale as well. All proceeds from the event go to the project. All those who attend are invited to make an additional donation (beyond the entrance price) toward the project.

Everyone is encouraged to wear African prints to the event. Some African shirts will be available for sale at Bossey at a minimum of CHF20, with part of the proceeds also going to the project.

The project chosen for this year's Africa Night is International Peace Initiatives in Meru, Kenya. More information on this NGO, with which Emmanuel has direct contact, will be sent separately.

Program for partners and visitors

A program is being developed for partners and visitors. Details will be posted when available. It may include a visit to the Geneva Old Town including the Cathedral, Auditoire Calvin, Reformation Museum; a visit to the Red Cross Museum (unique) near the Palais des Nations; a trip to Lausanne?

Charlie Chaplain? – Watch this space. – More information will be posted on the website and sent out by e-mail.

Please note: all costs, which will be in Swiss francs, are to be covered directly at the time, primarily entrance fees and lunch; possibly some transport.

Choir

Shauna Beesley, the Music Director at Emmanuel, will be leading choral music at the Eucharist during Convention and the Closing Eucharist. Singers are warmly invited to augment the Emmanuel Choir for these two services. More information on what we will be singing will be forthcoming.

Euros to Swiss Francs

While some stores will accept euros, it is best to pay in Swiss francs, or by credit card. There are exchange offices at the airport and the main train station, and ATM machines at both and throughout town.

Correspondence

Please address all correspondence concerning registration, travel, and other such matters to the Registrar: Helena Mbele-Mbong at helena.mbele-mbong@orange.fr (Please do not correspond directly with the Château de Bossey.)

Anything concerning the Convention itself should be addressed to the Secretary of Convention, Deacon Richard Cole.

We look forward to welcoming you to Emmanuel, Geneva and Bossey!

