



## REGULATION

### X INTERNATIONAL WORKSHOPS ON RELIGIOUS TOURISM

23rd TO 24th JUNE 2022

ACISO - The Ourém-Fátima Business Association, is organizing the X International Workshops of Religious Tourism on the 23<sup>rd</sup> and 24<sup>th</sup> June 2022 in two cities: Fátima and Guarda, Portugal.

This event is done in cooperation with the Municipality of Ourém, the Municipality of Guarda, the Sanctuary of Fátima and with the support of Turismo de Portugal, Turismo do Centro de Portugal and Programa Operacional Regional do Centro.

Those who are interested in the subject of Religious Tourism are invited to attend these Workshops.

The organization firmly encourages the active participation of trade companies which are specialized or express interest in religious tourism, namely tour operators, tourism entrepreneurs, local accommodation promoters, tourism animation companies, transportation companies, catering companies, among other entrepreneurs working in this area.

The X International Workshops on Religious Tourism are structured in four moments:

- 1) A **Conference**, to be held in Fatima on the 23<sup>rd</sup> of June, open to everyone interested in a reflection on religious tourism. National and international speakers will be invited to discuss the proposed topic. Conference registration is free but mandatory.
- 2) The **Contact Exchange**, which will be held in the afternoon of the 23<sup>rd</sup> and on the 24<sup>th</sup> of June in Fátima, open strictly to registered professionals. The one-to-one meetings between Hosted buyers (international buyers invited by the organization) and

Suppliers (companies that sign up to establish contacts with *Hosted Buyers*) will be pre-booked. During this session, the presence of Exhibitors will be allowed and encouraged.

3) A **Specific Section on Tourism of Jewish Heritage**, to be held in the city of Guarda, starting from the 24<sup>th</sup> of June, at night, organized by the Municipality of Guarda for the ones interested in this subject.

4) The **Post-tours**, organized by the Regional Tourism Promotion Agencies - ACISO's partners. In this case, registrations are strictly limited to *Hosted Buyers* who have previously expressed their interest in participating.

## **PARTICIPATION / ATTENDANCE**

The participation in these Workshops foresees four categories:

- 1. Conference:** open to the general public's participation in the morning of the 23rd of June. This attendance is free;
- 2. Hosted Buyers:** foreign tourist operators, from consolidated and emerging markets, with outgoing operations specialized in religious tourism, who are invited by the Organization to participate in the event. Invitations made will be limited by the Organization, taking into account the need for geographic diversification, the turnover of participation and the respective profile. Hosted Buyers who work with religious tourism may, through their own initiative, express interest in being invited. This participation includes attendance to the Conference and one-to-one meetings, as well as a special program including familiarization tours with the national tourist offer (FAM trips). Participation in all these components is free.
- 3. Suppliers:** Tour operators, travel agents, hoteliers and business people from the tourism sector with religious tourism operations who wish to reinforce their presence in the Event through the attendance of One-to-One meetings with the purpose of promoting their products / services. The Organization

particularly encourages the participation of operators specialized in incoming, accommodation, catering, transport, tourist animation and other services of a similar nature.

- 4. Exhibitors:** Institutional entities and sponsors, tour operators, travel agents, hoteliers and business people from the tourism sector with religious tourism operations who wish to reinforce their presence in the Event through an exhibitor table where they show their products / services. The Organization particularly encourages the participation of operators specialized in incoming, accommodation, catering, transport, tourist animation and other services of a similar nature.

## REGISTRATIONS

IWRT registrations are limited and made according to the four participation categories participation presented in the previous point: Conference, Hosted Buyers, Suppliers and Exhibitors.

**ONLY REGISTRATIONS WILL BE ACCEPTED FROM PEOPLE WHO CAN PROVE THAT THEY ARE FULLY VACCINATED AGAINST COVID-19, BY PRESENTING THE EU DIGITAL CERTIFICATE (VACCINATION OR RECOVERY CERTIFICATES) OR CERTIFICATES RECOGNIZED AS EQUIVALENT BY THE EUROPEAN COMMISSION, ISSUED BY THIRD COUNTRIES, UNDER CONDITIONS OF RECIPROCITY.** (Consult the list at [SNS 24](#)).

### A. Conference Registration (23<sup>rd</sup> of June, 2022)

Registration is free but mandatory on the website: [www.iwrt.pt](http://www.iwrt.pt)

Conference registration does **not** include participation in the **Contact Exchange**, meals or visits. Registrations will close on the 15<sup>th</sup> of June, 2022.

## B. Hosted Buyer Registration

**Each Entity/Company can register one participant.** The organization encourages all the outgoing operators who work with Fátima-Portugal and/or Religious Tourism to register on the website [www.iwrt.pt](http://www.iwrt.pt). Hosted Buyers from the Iberian Peninsula are excluded from the event.

The Organization will conduct a selection of Hosted buyers considering internal criteria, namely geographical diversity, turnover of operators and degree of expertise in Religious Tourism.

In order to guarantee the quality of the event, especially during the Contact Exchange, **the number of registrations is limited.** The Organization may interrupt, terminate or resume registration at any time, accepting pending applications in order of entry.

The Organization supports all expenses related to the event, namely air transport, accommodation, meals and social program. Personal expenses, such as communications, minibars and travel insurance, are not included in the expenses covered by the Organization.

The program does not provide for *kosher* food.

In addition to access to the entire event, Hosted Buyers are also invited to register for a Fam-Trip organized by the Regional Tourism Promotion Agencies, partners of the Event.

Hosted Buyers who wish to attend the X IWRT but are not vaccinated against or recovered from COVID-19 are barred from attending the in-person event. However, they can follow the Conference by streaming and can participate in the One-to-One Online meetings to be held on June 25<sup>th</sup>, 2022.

The presence of Hosted Buyers at the scheduled One-to-One meetings is mandatory. Failure to participate, or absence, without plausible justification, will prevent Hosted Buyer from registering and / or participating in future workshops.

Hosted Buyers are prevented from promoting their own product or service.

For the registration to be effective, the full acceptance of the document "Terms and Conditions for Hosted Buyers", available in the Registration Form, is mandatory.

### **C. Supplier Registration**

As Suppliers, companies can register up to 2 representatives. Registration must be concluded by the 23<sup>rd</sup> of May, 2022. This date can be anticipated if the event is completed. The Registration will be considered confirmed only after payment and validation by the Organization.

In order to guarantee the quality of the event, especially during the Contact Exchange, **the number of registrations is limited**. The Organization may interrupt, terminate or resume registration at any time, accepting pending applications in order of entry.

If considered timely and operationally possible, the indicated closing date of registrations may be postponed.

#### **Registration fee as a Supplier (full program):**

1. First representative – 300€ plus VAT at the statutory rate in effect in Portugal on this date, with access to One-to-One meeting;
2. Second Representative – 250€ plus VAT at the statutory rate in effect in Portugal on this date, with access to the One-to-One meeting;
3. ACISO members will have a discount of 30€ off the value before VAT, in the total amount for this type of participation;
4. The registration fee must be paid up to 48 hours after the organization confirmation.
5. European Suppliers must be registered with VIES (VAT Information Exchange System).

Suppliers who register for the presential event will also have the opportunity to



so that the presentation of the product / service on display can be ensured. This person does not have access to One-to-One meetings.

Registration of trade companies, destinations, sponsors and organizing entities is encouraged.

This space will run alongside the contact exchange.

The organization reserves the right to invite sponsors and national and/or international entities that are considered relevant and to which it assigns an institutional table in this space.

### **Registration fee as an Exhibitor:**

#### **Exhibitor with access to One-to-One meetings**

1. Registration fee of 600 € plus VAT at the statutory rate in effect in Portugal on this date (includes 2 participants: one for the One-to-One meetings and one without access to One-to-One meetings to stay at the table);
2. Possibility of registration of a third participant for the amount of 250 € plus VAT at the legal rate in effect in Portugal, to access to One-to-One meeting;
3. ACISO members will have a discount of 30€ off the amount before VAT, in the total value for this type of participation.

#### **Exhibitor with access to One-to-One meetings registration includes:**

- Enrollment in the full program of the Conference and Contact Exchange for **2 or 3 participants (maximum)**;
- Table (aprox. dim. 0,80m x 1,20m);
- 3 chairs;
- Possibility of roll up placement (aprox. max. dim. 2m x 1,20m) that does not exceed the width of the table;
- Possibility of distribution of an advertising flyer in the participant folder, which must be handed to the Organization up to the 1<sup>st</sup> of June, 2022.

- Meals: Business lunch on the Workshops days (23<sup>rd</sup> and 24<sup>th</sup> of June) and Official Dinner of the Event;
- Database with the contacts and profiles of invited Hosted Buyers and the schedule of the One-to-One meetings.

#### **Exhibitor without access to One-to-One meetings**

1. Registration fee of 300 € plus VAT at the statutory rate in effect in Portugal on this date (includes 1 participant stay at the table, without access to One-to-One meetings);
2. Possibility of registration of a second participant for the amount of 150 € plus VAT at the statutory rate in effect in Portugal, to stay at the table without access to One to-One meetings.
3. ACISO members will have a discount of 30€ off the amount before VAT, in the total value for this type of participation.

#### **Exhibitor without access to One-to-One meetings registration includes:**

- Enrollment in the full program of the conference and Exhibitor space for **2 participants (maximum)**;
- Table (aprox. dim. 0,80m x 1,20m);
- 3 chairs;
- Possibility of roll up placement (aprox. max. dim. 2m x 1,20m) that does not exceed the width of the table;
- Possibility of distribution of an advertising flyer in the participant folder, which must be handed to the Organization up to the 1<sup>st</sup> of June, 2022.
- Meals: Business lunch on the Workshops days (23<sup>rd</sup> and 24<sup>th</sup> of June) and Official Dinner of the Event.
- Database with the contacts and profiles of invited Hosted Buyers.

## CONTACT EXCHANGE WORKING MODEL

The Contact Exchange will be strictly directed to professionals registered in the following categories: Hosted Buyers, Suppliers and Exhibitors with access to One-to-One meetings.

The afternoon of the 23<sup>rd</sup> of June and the day of the 24<sup>th</sup> of June will be dedicated to the Contact Exchange session with the presence of international Religious Tourism operators (as a reference, the 2020 edition – last physical- counted on 133 Hosted Buyers, originating from 39 countries).

Every Hosted Buyer will have a seat at a table where s/he will be available to meet the Suppliers and Exhibitors. Hosted Buyers are required to take part in the pre-scheduled meetings for 23<sup>rd</sup> and 24<sup>th</sup> of June. If Hosted Buyers are also engaged in *incoming*, they won't be allowed to promote this activity during the One-to-One meetings, nor can they provide any promotional material relative to it. If Hosted Buyers do not attend all meetings or if they do not present as outgoing operators, they will be penalized with the exclusion of participation in future editions.

June 25<sup>th</sup> will be reserved for One-to-One Online meetings, on a platform developed for this purpose, in order to extend the possibility of professional contacts by Suppliers with Hosted Buyers participating in the X IWRT only in virtual format.

**All the meetings are pre-scheduled.**

**Each meeting will last 15 minutes. This time limit must be respected by all Hosted Buyers and Suppliers/Exhibitors. It is not allowed to extend the meeting time.**

Every participant (Hosted Buyer, Supplier and Exhibitor with access to One-to-One meetings) will be given a username and password, which will allow them to choose their partners for meetings by order of preference.

The meeting options must be set **between the 3<sup>rd</sup> and 7<sup>th</sup> of June, 2022**. After this

period, the meetings will be randomly defined. On the **15<sup>th</sup> of June**, every participant will receive an email with the order of the meetings.

The list of meetings of each participant will be produced by Instituto Politécnico de Leiria (IPL), responsible for the algorithm which generates and orders the preferences, making an optimal match between the Hosted Buyers and the Suppliers/Exhibitors' choices.

**The Organization does not guarantee that the meetings requested by the participants will be scheduled by the system, given the time limits and the preferences of the participants. The Organization does not guarantee that Supplier or Hosted Buyers honor their agenda, even though it penalizes Hosted Buyers who do not attend their meetings.**

All necessary measures are going to be taken in consideration to minimize the exposure risk to Covid-19 virus, those are going to be defined and in permanent actualization on the website [www.iwrt.pt](http://www.iwrt.pt).

## **EUROPEAN HEALTH INSURANCE CARD (EHIC)**

The Organization strongly advises that all European participants (Hosted Buyers, Suppliers or Exhibitors) are holders of the European Health Insurance Card, in particular those from:

- Germany, Austria, Belgium, Bulgaria, Cyprus, Denmark, Slovenia, Estonia, Greece, Spain, Finland, France, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, United Kingdom, Czech Republic, Slovak Republic, Romania, Sweden, Iceland, Liechtenstein, Norway and Switzerland.

This card is free, individual and ensures the provision of public sector health care when a beneficiary of a social security system in these countries temporarily leaves this space, whether for reasons of vacation or business trips, as is the case with the IWRT. However, this card does not cover expenses related to possible SARS-COV-2 infections

nor private sector healthcare providers.

## COVID-19: TRAVEL RESTRICTIONS

If a **Hosted Buyer** is unable to travel due to a last-minute restriction or border closure imposed by the Government in a supervening and unexpected way, the Organization will provide the possibility for this Hosted Buyer to participate in the event virtually, particularly in the Conference and One-to-One meetings, on a platform suitable for this purpose, held on a date to be indicated in the event's program.

Eventually if a **Supplier** or **Exhibitor** is unable to travel due to a last-minute restriction or border closure imposed by the Government in a supervening and unexpected way, the Organization will refund the entire amount paid, if the payment of the Supplier / Exhibitor in question has already been made.

The virtual platform will allow a virtual stand environment, where the participants are going to be able to upload all the documents, flyers, catalogs and promotional videos.

Fátima, 19<sup>th</sup> January 2022