1. Before the trip

1.1 Registration
- The IAMC Annual Meeting takes place from MON, Nov 16 til WED, Nov 18 (noon)
  - To attend, you must register here: http://www.globalchange.umd.edu/iamc/annual-meetings/registration-8th-annual-meeting-of-the-iamc/
  - Registration closes on MON, Nov 9, 2015.

1.2 Meeting Website
- Please check this Website prior to the meeting for up to date information on logistics, as well as scheduling etc. After the meeting, documents & presentations will be posted here, as well: http://www.globalchange.umd.edu/iamc/events/eighth-annual-meeting-of-the-iamc-2015/

1.3 Meeting Venue & Hotel Reservation
- Both meetings take place at the Seminaris SeeHotel Potsdam: http://www.seminaris.de/en/hotels/seminaris-seehotel-potsdam.html
- Make your reservation using the booking code below before the deadline, at which point the blocking (and thus rate) expires.

| Hotel address          | Seminars SeeHotel Potsdam  
|-----------------------|-----------------------------  
|                       | An der Pirschheide 40       
|                       | 14471 Potsdam               

| Booking code          | IAMC (Nov 15-18): IAMC      
|-----------------------|-----------------------------  
| Deadline for booking  | October 08, 2015            

| Booking options        | Via Website: http://www.seminaris.de/hotels/seminaris-seehotel-potsdam/abrufkontingent.html  
|------------------------|------------------------------------------------------------------------------------------------------------------  
|                        | Via Email: potsdam@seminaris.de  
|                        | Via phone: +49-331-9090-0        

| Cost incl. breakfast  | Single room: 79€  
|-----------------------|-------------------  

Please note that these rates are valid only for rooms booked
for the time of the meeting (Nov 15-20, 2015 inclusively).

| Cancellation etc. | • Check-in at 3pm, check-out at 11am.  
|                  | • Cancellations are quite stringent:  
|                  |   o 39-30 days before arrival: 30% of rate  
|                  |   o 29-14 days before arrival: 45% of rate  
|                  |   o 13-1 day/s before arrival: 60% of rate  
|                  |   o No show: 90%  

- You are free to stay at other hotels and commute to Seminaris. See below for the trip Potsdam train station to Seminaris. On the registration page, please indicate whether or not you are staying at Seminaris!

1.4 Visa Requirements

- Note that authors with citizenship of countries part of the Schengen-agreement do not need any visa to enter Germany.
- Find yourself on the list linked below to check whether you (do not) need a visa: [http://www.auswaertiges-amt.de/sid_91A93672CB8D67C5AEB657E8ACCA98D5/EN/EinreiseUndAufenthalt/StaatenlisteVisumpflicht_node.html](http://www.auswaertiges-amt.de/sid_91A93672CB8D67C5AEB657E8ACCA98D5/EN/EinreiseUndAufenthalt/StaatenlisteVisumpflicht_node.html)
- If you are required to carry a visa, please check the Website of the German embassy or consulate responsible for you (depending on your residence) to find out the details. A good overview of procedures can be found here: [http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html](http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html)
- You will be issued a tourist visa not only for Germany, but for the entire Schengen-region.
- Please note that the issuance of a Schengenvisa will ask you to provide information on where you are staying, travel dates etc. You will need information obtained from this document and your travel arrangements.
- If you need an invitation from the local host (in this case: Potsdam Institute for Climate Impact Research), please send an Email to events@pik-potsdam.de with the following information:
  - A scan of the picture page of your passport (we will need all that information).
  - The address and fax number of the German embassy/consulate at which you are applying for your visa.

1.5 Poster Presentation

- Your poster should be no larger than 146cm x 118cm (4’9.5" x 3’10.5"")
2. Arriving in Potsdam

2.1 Berlin airports to train station Potsdam Pirschheide

- Note that Potsdam does not in fact have its own airport. You will have to schedule flights into Berlin Tegel (TXL) or Schönefeld (SFX). Public transportation via train and bus/tram will get you to the SeeHotel. Note that TXL is far better connected with regard to public transportation (see below).
- To get up-to-date information on your public transportation options, visit http://www.vbb.de/en/index.html
- The hotel offers a map here (useful mostly for those coming by car): http://www.seminaris.de/fileadmin/sehoko/download/sp/pdf/Seminaris_Potsdam_Anfahrt_0213_engl.pdf

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<th>Airport</th>
<th>Taxi</th>
<th>Public transportation</th>
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<td>Tegel Airport (TXL)</td>
<td>About 40-50 minutes (38 km)</td>
<td>About 1hr and 20 minutes. Go to <a href="http://www.vbb.de/en/index.html">http://www.vbb.de/en/index.html</a></td>
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<td></td>
<td>Approx. 65 €</td>
<td>o From: Tegel Airport&lt;br&gt;o To: 14471 Potsdam, An der Pirschheide 40</td>
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<tr>
<td>Schönefeld Airport (SFX)</td>
<td>About 50 minutes (45 km)</td>
<td>About 1,5 – 2hrs. Go to <a href="http://www.vbb.de/en/index.html">http://www.vbb.de/en/index.html</a></td>
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<td></td>
<td>Approx. 75 €</td>
<td>o From: Flughafen Schönefeld Terminal (Airport)&lt;br&gt;o To: 14471 Potsdam, An der Pirschheide 40</td>
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2.2 Potsdam main train station to Potsdam Pirschheide

- Here, too, you have a few options. Please refer to http://www.vbb.de/en/index.html
  o From: Potsdam Hauptbahnhof (S)<br>  o To: 14471 Potsdam, An der Pirschheide 40
2.3 Potsdam Pirschheide station to SeeHotel Seminaris

- Note that either way you have to walk the distance from Bahnhof Pirschheide to SeeHotel Seminaris (1.7km/1.1m).

If you arrive by regular/regional train, you can walk into the direction the train was going (South) on the platform, take a flight a stairs up and arrive on the street here.

3. During the Meeting

3.1 Lunches and food

- Lunches will be served, as will be one dinner.
- Vegetarian options are available.
- For the other dinner, you may stay at the hotel and eat at any of their restaurants, or you venture out to Potsdam city.

3.2 Internet access

- WiFi is available during the meeting and in rooms
4.1 Banking

- The currency used is Euro. No other currency is accepted.
- While you will not have any problem finding an ATM in downtown Potsdam (or at the airports), they are spread very thinly around Seminaris and there is no ATM at Seminaris!
- Please withdraw money at an airport or train station.

4.2 Weather

- The average temperature in late November hovers between 2 to 7°C (35-44°F).
- You should expect rainy days, so bring an umbrella/raincoat.

4.3 Sightseeing

There are many sights located in the historic old town, so these are just a few pointers.

... Sanssouci Park, Maulbeerallee
The Sanssouci Palace is the beautiful summer residence of Frederick the Great and the baroque garden designed for him was redesigned in the style of a landscape park under Frederick the Great’s successors and was expanded by Frederick William IV by structures such as Charlottenhof Castle, the Orangery and the Roman Baths. The castles in Sanssouci Park are a breathtaking backdrop for events such as the Potsdam courts concerts or the musical festivals. Also erected under King Frederick the Great at the western end of Sanssouci Park, the New Palace is the largest and most impressive palace ensemble in Sanssouci.

... Babelsberg Castle and Park
From 1871, Babelsberg was the summer residence of William I. The park around the castle is lovely, with great views across the Griebnitzsee and surrounding area. There are some good walks and a range of historic buildings. You can also see the famous Glienicke Bridge. The park is a UNESCO World heritage site.

... Filmmuseum Potsdam, Breite Straßese 1A
Situated on the main road about 5 minutes’ walk from the S Bahn, the Filmmuseum Potsdam has an excellent permanent exhibition covering the 100 year history of the famous Babelsberg Studios that have been involved in a number of significant international film releases that you’ll be familiar with including The Pianist, Enemy At The Gate, The Reader, and Tarantino’s Inglorious Basterds. The exhibits cover all aspects of film making in a logical, chronological sequence from the original story ideas through to final production with film clips, interviews, scripts, costumes, props.

... Cecilienhof, South of Okonomieweg
This historic country house is the site where Truman, Churchill and Stalin met at the famous Potsdam Conference following World War II.