

# EUROPEAN COMMITTEE FOR SPORTS HISTORY

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## **Main guidelines for the organization of an international CESH congress**

Please remember the basic responsibilities that lay of CESH congress organisers and which rely on our society's Interior Regulations.

§ 4.3 of the Interior Regulations of CESH reads:

*"The local organisers must provide:*

- travel and accommodation costs for two guest lecturers,*
- a hall for the assembly and rooms for simultaneous sessions,*
- a reasonable registration fee (about 100 to 120 Euros) and relatively cheap accommodation in order to encourage the presence of young researchers,*
- the Congress advertisements and invitations,*
- the publication of Summaries,*
- an Official Opening and Closing Ceremony,*
- if congress organisers wish to make a publication mentioning CESH as the result of the congress, they should ask for guidance and approval to the Directing Council."*

In order to support the printing of congress proceedings you may apply to some limited financial support of CESH. After being presented to the members of CESH during General Assembly the applications are submitted to vote to the General Assembly.

Furthermore, in the 4.1 paragraph of the Interior Regulations there is relevant reference for the formation of a Scientific Committee:

*"The CESH President in Office is a member of the Scientific Committee of every International CESH Congress. In collaboration with him/her, the local organisers decide on the composition of the Scientific Committee. The head of the Organising Committee must pay his/her membership at least during the years until the congress is held."*

For any question and advice you may need in order to organize a successful conference, please do not hesitate to contact the CESH President or another member of the Directing Council.

Bordeaux, 31/10/2018