

**IPM String School and Workshop**  
**ISS2009**  
**April 9-18, 2009**  
**Tehran, Iran**

Dear Participants,

Please note that:

1) Breakfast is served on the first floor of the guest house for resident guests. Lunch and Dinner will be served in the restaurant of Niavaran Bldg.

- Breakfast                      07:30 – 09:00
- Lunch                              13:00 – 14:00
- Dinner                            19:30 – 20:30

**If you are not staying for the dinner please inform the school office a day in advance.**

- 2) For long distance telephone calls please contact the guest house staff.
- 3) To call other rooms in the guest house please add a 3 before the room number.
- 4) Laundry is available in the guest house basement.
- 5) Please do not forget to give back your room key to the guest house staff before leaving.
- 6) The school will start on Saturday, April 10<sup>th</sup> in the main lecture hall of Niavaran Bldg. All participants will be registered there at 09:30. For detailed information please see the program.
- 7) Buses are arranged to take you from the Farmanieh Bldg. to the conference place, the Niavaran Bldg. every morning at 09:15, and will return to the Farmanieh Bldg. just after the dinner.
- 8) The electricity supply in Iran works at 220 V and 50 Hz. There are standard sockets. If you have a laptop you may ask for a network cable from the guest house staff.
- 9) The balcony door should not be closed while you are in the balcony.**
- 10) Your return flight should be reconfirmed at least 3 days before your departure date. Please ask for help from the school office.
- 11) If you need to travel within Iran you should inform the school office as soon as possible.
- 12) Currency exchange can be arranged in the school office.
- 13) If you need a taxi for sight seeing please let us know half an hour in advance.
- 14) If you require an attendance certificate & receipt of the participation fee please contact the school office as soon as possible.
- 15) Please take care not to lose the lunch token which you can find in your registration folder.**