Email to iac@ifrc.org the name of the delegate to which the Travel Assistance will be allocated.

Rules for Travel Assistance

The Solidarity Fund of Conference only covers the travel assistance amount of one delegate per Red Cross society; national societies are eligible to receive a subsidy in relation to attendance at the Conference on condition that they have no arrears of statutory contributions sixty days prior to the start of the Conference. Reference to section “III. The Assistance” of the Rules for Travel Assistance is made for more information about the available travel assistance.

The travel assistance consists of:

1. a return ticket for **the most economical route** between the country of the National Society and The Bahamas will either be:
	1. a prepaid ticket provided by the Secretariat; or
	2. a reimbursement of an amount according to the standard tariff determined by the Secretariat based on the price of flight tickets by the 6th of April.
2. a lump sum amount towards accommodation and subsistence expenses. The amount will be calculated based on a) a daily subsistence allowance, and b) the cost of the hotel.

Payment will be made for the duration of the Conference plus the night immediately before and the night immediately after the meeting; in order to be eligible for payment the nights must be spent at the Atlantis Hotel.

The travel assistance amount due will be sent to the National Society’s bank account via bank transfer prior to the Conference, and only when the entitled participant has registered for attendance and reserved the hotel.

The Secretariat is not liable for any bank charges that may arise from intermediary banks, or the bank of the beneficiary. **There will be no reimbursement to participants at the conference site**, unless prior **written** authority has been given as a result of exceptional circumstances e.g. National Societies or individuals subject to exchange control mechanisms.

All National Societies entitled to assistance agree to return any monies paid by the Secretariat in the event of nonattendance at the meeting.

Please do not hesitate to contact Megan Allday <iac@ifrc.org> for any further information you may need in relation to the Conference.