



Kneza Mislava 11 / HR-10000 Zagreb / Croatia
Phone: +385 1 45 72 008 / Fax: +385 1 45 72 010
www.canoe-europe.org / e-mail: ecaofficezagreb@gmail.com
VAT No: HR61256107313

- **To the Federations affiliated to ECA**
- **To the Members of the ECA Board of Directors**
- **To the ECA Auditor**

Zagreb, 21st January 2025

Dear Friends,

According to the ECA Statutes, we hereby invite all European Federations affiliated with the ECA, the members of the ECA Board of Directors, and the ECA Auditor to attend

THE 17th ORDINARY CONGRESS OF THE EUROPEAN CANOE ASSOCIATION

The Congress will be held on 29th March 2025, starting at **9:00 AM** at the:

TRIBE Budapest Stadium Hotel ****

Address: H-1097 Budapest, Könyves Kálmán krt. 34, Hungary

Website: <https://all.accor.com/hotel/B875/index.en.shtml>

All Federations are kindly requested to send the names of their representatives, including the delegate with voting rights, by email to ecacongress@gmail.com.

The ECA Headquarters must receive this information by **8th February 2025** at the latest.

HOTEL RESERVATION

The Hungarian Canoe Federation is pleased to provide delegates with accommodation options in two categories at the newly opened TRIBE & Ibis Stadium Budapest Hotel. Guests can choose between 4-star accommodations in the TRIBE section (category 1) or 3-star accommodations in the Ibis section (category 2), both located within the same premises.

Hotel Prices

Category 1 – TRIBE Budapest Stadium ****

Single room 133EUR / room / night including breakfast and taxes

Double room 146EUR / room / night including breakfast and taxes

Category 2 – IBIS Budapest Stadium ***

Single room 103EUR / room / night including breakfast and taxes

Double room 116EUR / room / night including breakfast and taxes

How To Book?

National Federations should submit hotel reservations for their Congress Delegates using the organisers' online reservation system (HMS). Please contact the Hungarian Canoe Federation at booking@ecacongress2025.com to have the event included in your NF's existing HMS profile.

Payment Terms

The Hungarian Canoe Federation will send a deposit invoice for the full reservation fee, with an 8-day payment deadline once your reservation request is confirmed.

Hotel reservation deadline: 8th February 2025

CANCELLATION TERMS

Should you cancel or modify your hotel booking, a charge will be made equivalent to any loss suffered by the Hungarian Canoe Federation, as itemized below. The amount of the cancellation fee will be calculated as a percent of the room rates according to the following period of notice given:

- **No cancellation fee, if cancelled until 8th February 2025**
- **50% cancellation fee, if cancelled between 9th February and 1st March, 2025**
- **100% cancellation fee / non-refundable, if cancelled after 2nd March, 2025**

Please, note that in case you submit your room reservation after the reservation deadline (8th February 2025) and we are able to confirm your request, the relevant cancellation terms will come into effect immediately from the moment of your reservation.

IMPORTANT: The Hungarian Canoe Federation has secured special rates with the TRIBE / Ibis Budapest Stadium Hotel. Congress Delegates are kindly requested to choose the official ECA Congress hotel to avoid any inconvenience.

AIRPORT TRANSFER

Transport from and to the Budapest Airport will be organized by the Hungarian Canoe Federation at no cost. Please ensure that all flight details are submitted solely through the HMS. Travel information provided via email or other platforms will not be processed.

In case your accommodation has been booked independently and not through the organizers, you will be required to pay an airport transfer fee. Please contact the HOC for individual pricing at booking@ecacongress2025.com. **Any further transfers to and from the ECA Congress hotel must be arranged individually.**

VISA

Delegates from countries that require entry visas for Hungary are kindly requested to contact the organizers via email at booking@ecacongress2025.com to request an invitation letter no later than **8th February 2025**.

PARKING

A limited number of parking spaces are available for delegates arriving by car. To utilize them, prior reservation is required via email at booking@ecacongress2025.com, including the license plate number and country code, by **28th February 2025**.

The parking fee is 22EUR / car / day.

TRANSLATION

The Congress Hall will have simultaneous translation to English. Requests for translation into French should be sent to eca.congress@gmail.com by **31st January 2025**. The ECA Board of Directors will decide on these requests at their next meeting, scheduled for early February.

With best regards,

Branko Lovric



Secretary General