

**Final Announcement IAU Symposium 305**  
**Punta Leona, Costa Rica**  
**30 November–5 December 2014**

In this final announcement for IAU Symposium 305, you will find some very important information regarding arrangements for the meeting and logistics. Please refer to the meeting website: <https://www2.hao.ucar.edu/events/IAUS305> for links, forms, and information as described in the following.

**Payment of Registration Fees:** Some people who have registered for the meeting still have not paid registration fees. Even though online registration has now closed, if you have already submitted the registration form but not yet paid your registration fees, you may still do so online via the link provided near the top of the “Registration” tab at the meeting website. Late registration fees are in effect: \$275 for students and \$510 for regular attendees. When receiving your registration materials at the meeting, it is possible to pay in cash (US dollars only). Unfortunately we will not be able to accept registration fees by credit cards at the meeting.

**Accommodation:** By now everybody should have secured the accommodation with Punta Leona. The hotel is now fully booked for the time of the meeting. If you still need accommodation, please call Punta Leona, and they will help you find accommodation.

**Transportation:** The deadline for submitting your travel plans in order to take advantage of shuttle transportation from the Juan Santamaria International Airport (SJO) to Punta Leona is upon us (18 November). If you desire transportation, please complete the online form under the “Shuttle Transport” tab at the website. The Local Organizing Committee will meet arriving participants with a sign indicating “IAU SYMPOSIUM 305” at the exit from customs at SJO. You will be directed to wait briefly for a van to transport you to a nearby staging location, the Hampton Inn, where you will wait for departure of the shuttle buses to Punta Leona.

**Poster Presentations:** If you will be presenting a poster, please note that the maximum size is A0 (841 mm WIDE BY 1189 mm HIGH). If you wish to make a one-minute oral presentation of your poster (one slide only), please submit that slide via email before 29 November 2014 to [info\\_IAUS305@hao.ucar.edu](mailto:info_IAUS305@hao.ucar.edu) (cut and paste into your email). The slide must show the title of the presentation, the authors, and the institution of the primary author. We will make space for a bulletin board where people may post a small version of their poster (A4 or US letter size). These small poster images will be on display during the entire meeting. We ask poster presenters to come to the meeting with this mini-poster in hand.

We look forward to meeting you in Costa Rica in less than two weeks!

Sincerely,

*The Local Organizing Committee*