



Dear Management Committee members of COST Action CA 16215,

The 2020 PortASAP meeting will take place in Chania-Crete, Greece from **15-17th of March 2020**. This meeting is being organised by Elia Psillakis and Marcela Segundo, more information will be shared soon. The meeting will also be the occasion to hold our yearly MC meeting and discuss various issues related to the COST Action. As such, MC members have priority to attend and be reimbursed for all expenses.

The COST Action has grown a lot in the past year, and in order to maximise the number of participants that will be reimbursed, I would like for every MC members to fill and send back the registration form to events@portasap.eu before the 10th of January 2020. Past this date, you will lose priority. We will greatly appreciate if you could give us an accurate estimate of the plane ticket.

VERY IMPORTANT: Please register for the conference as soon as possible by emailing us back the registration form **but do not book transport or accommodation before you hear back from us, as we will not be able to refund your expenses in that case.**

We look forward to seeing you in Crete,

Best wishes,

Guillaume Erny (Chair PortASAP)

