



OAK RIDGE NATIONAL LABORATORY

MANAGED BY UT-BATTELLE FOR THE DEPARTMENT OF ENERGY



The 31st ICFA Advanced Beam Dynamics Workshop on Electron-Cloud Effects "E-CLOUD04"

Napa (California), April 19-23, 2004 (*)

Sponsored by LBNL, CERN, ORNL, SNS and ICFA

<http://www.cern.ch/icfa-ecloud04>

Second Announcement (January 15, 2004)

- (1) Workshop dates. As we prepare the program for the workshop, it has become apparent that a 5-day length is more suitable than the originally planned 4-day length. Accordingly, we have decided to **extend the workshop by one day**. The definitive dates will therefore be **Monday-Friday, April 19-23, 2004**. We intend to adjourn late morning or early afternoon on Friday. We regret that this decision was made after printing the poster, which still has on it the original 4 days (Monday-Thursday, April 19-22).
- (2) Hotel reservations. The workshop will take place in the Napa Embassy Suites (<http://www.embassynapa.com/>), which will also be the official conference hotel. We have reserved a block of 55 rooms at the price of \$139 per night (plus tax). This price is available for the nights of Sunday-Thursday, April 18-22. Check-in time is 4 PM. The cost of the room includes cooked-to-order breakfast every morning and a chef's reception every evening. You can make reservations in three ways, starting now:
 - a. Email. Send an email to napvl_embassy@hilton.com, and provide the following information: your name, number of persons in your party, the nights you will be staying at the hotel, a credit card number with expiration date, and be sure to state that you will be attending the **E-CLOUD04 workshop organized by LBNL (Lawrence Berkeley Lab)**. It may be a good idea to mention that you expect the negotiated room rate of \$139.
 - b. Phone. Call the hotel directly at (707) 253-9540 and ask to be transferred to reservations. Or, call toll-free (800) 400-0353 (within the US).
 - c. Fax. Send a fax to (707) 253-9202.The 55 rooms at the rate of \$139 are available on a first-come-first-served basis, and the deadline for reservations is **March 18, 2004**. After this date, the room rate and availability will be the same as for the general public. You are therefore encouraged to reserve early.
- (3) Abstract submission. The deadline for abstract submission for contributed talks **has been extended to February 16, 2004**. The deadline for invited talks is **January 30, 2004**. Please check the workshop website in the near future for submission instructions.
- (4) Registration. The workshop registration, and payment of the registration fee (amount to be determined), will be handled via LBNL's Conference Services website, which is expected to be up and running in early February. We will send a third announcement with pertinent instructions in the near future.

(*) Please note that the workshop length has been increased by one day!