

Speaker Travel and Expense Policy – ICU Recovery



We are delighted to welcome you as a speaker at the upcoming **ICU Recovery**. In order to support your participation while maintaining the financial sustainability of the event, the conference organization provides limited coverage for travel and accommodation expenses. As the conference operates under a constrained budget, we kindly ask speakers, when possible, to check whether part of their travel expenses may be supported by their home institution or organization.

Below are the guidelines for expenses covered by the conference.

Accommodation

The conference will cover hotel accommodation up to **€175 per night**, for **1 to 2 nights**, depending on travel needs. We ask you to book your own accommodation, reimbursement will be capped at this rate.

Travel – Train (preferred option)

Whenever possible, **train travel should be prioritized**. We ask speakers to book **second-class tickets** and to make reservations **as early as possible** in order to benefit from the best available fares. The conference can reimburse train ticket **up to a maximum of €200**.

Travel

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Airplane

Flights should only be considered **when no reasonable train option is available**. In such cases, the conference can reimburse airfare **up to a maximum of €250/way and back**.

Local

Transfers

Transfers between the **airport or train station and the conference venue/hotel** will be reimbursed **when using public transportation**.

Parking

Please note that **parking expenses cannot be reimbursed**.

Conference Registration and Meals

Speaker registration includes access to the conference as well as **two breakfasts and two lunches**, served on-site during the event.

In addition, speakers are **cordially invited to attend the conference gala dinner** (registration would be required). Please note that no additional food fees will be charged by the congress organization.

Additional Information

As mentioned above, the conference budget is limited. If possible, we would greatly appreciate it if your institution or organization could cover part of your travel costs. This helps us maintain a high-quality program while supporting the participation of as many speakers as possible.

If you have any questions regarding travel arrangements, reimbursement, or special circumstances (need of transport any material for a workshop), please do not hesitate to **contact the organizing team**. We will be happy to assist you.

We look forward to welcoming you at **ICU recovery 2026** and thank you again for contributing to the program.