

Président – President

Tim Trainor

10382 Stansfield Road
Laurel, Maryland 20723
États-Unis – United States
e-mail: president@icaci.org

Secrétaire Général et Trésorier – Secretary-General and Treasurer

Thomas Schulz

Dissemination and Publications, Federal Statistical Office
Espace de l'Europe 10, 2010 Neuchâtel
Suisse – Switzerland
e-mail: secgeneral@icaci.org

Vice-présidents – Vice Presidents

Andrés Aristegui Espagne – Spain
Temenoujka Bandrova Bulgarie – Bulgaria
Philippe De Maeyer Belgique – Belgium
Liqiu Meng Allemagne – Germany
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László Zentai Hongrie – Hungary

Président-sortant – Past President

Menno-Jan Kraak Pays-Bas – Netherlands

Website: <http://www.ICACI.org>

Neuchâtel, 10 February 2022

CALL FOR ORGANISERS

32nd INTERNATIONAL CARTOGRAPHIC CONFERENCE 2025

Dear National Member of the International Cartographic Association,

The International Cartographic Association cordially invites **bids from national members** to organise the 32nd International Cartographic Conference in 2025 (ICC2025).

According to the ICA Statutes «the time and place of the International Cartographic Conference between General Assemblies may be determined by the Executive Committee...

The host nation shall decide the programme subject to the approval of the Executive Committee.»

For all details and requirements of the conference, please check the document «**Guidelines for International Cartographic Conferences and General Assemblies of Delegates**»:

https://icaci.org/files/documents/various/Guidelines_for_Organisers_2025.pdf

Please note that the Guidelines have been substantially adapted from previous versions, particularly with regard to hybrid conferences, hybrid exhibitions, health and safety requirements, and data protection aspects.

Any member nation may lodge a bid via their national member to host the ICC2025. A letter of intent should be sent to the ICA Secretary General & Treasurer (secgeneral@icaci.org), accompanied by **completed bid documents** containing details:

- on budget,
- facilities, venue,
- technical arrangements for hybrid conferences,
- premises,
- organising committee and personnel,
- scientific programme,
- intended registration fees,
- exhibition plans and facilities,
- promotional and communication plans,
- social functions and programme,
- safety, security and health measures,
- support letters (from national key national organisations, e.g. national mapping agencies, academia, government) and
- all other necessary elements concerning the guidelines.

It is expected for the successful bidder to invite the EC to visit at least once to discuss the programme, to inspect conference facilities and address the status of preparations of other points

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from these guidelines together. This visit will normally take place 12 months before the conference. It is expected that the local costs of the above visits be met by the host nation and that they should assist with all means to provide all necessary information to inspectors.

Time frame: an ICC is preferably held during the months of July, August or September. A southern hemisphere conference may be scheduled for October/November or March/April.

No General Assembly is normally scheduled for the 2025 Conference.

The bidding is competitive and it is important that as much information as possible is provided to the Executive Committee (EC). Once a bid has been accepted, a further detailed report is to be provided to the EC, setting out the broad programme and including a budget and business plan.

Deadline of bid submission: 30 June 2022 / 24:00 (Central European Time CET).

The bid should be submitted in electronic form (PDF files) **by the national member**. The national member organisation is required to officially sign the bid. Paper copies of the bid and accompanying documents (to be sent to the Secretary-General & Treasurer secgeneral@icaci.org) are welcome, but not mandatory. All bids containing complete documents and arriving in time, will be handled and assessed confidentially by the Executive Committee (only current EC members will have access to the bidding files during the assessment process). The EC will not accept any invitation or offer in relation to a bid. The decision will be made solely on the basis of the documents handed in. A compulsory part of the bid is a short summary (1-2 pages). The bid summaries will be published on the ICA website soon after the submission deadline.

The bid can be submitted in both official languages of the ICA (French or English).

The Executive Committee will decide in July 2022 and make the decision available on the website www.icaci.org soon after.

Best regards,

A handwritten signature in blue ink, appearing to read 'Thomas Schulz'.

Thomas Schulz
Secretary-General and Treasurer of the ICA