



RIJKSMUSEUM
VAN OUDHEDEN



Universiteit
Leiden
Archaeology

33rd Congress of the Rei Cretariae Romanae Fautores Leiden, the Netherlands, 15-22 September 2024

Dear Fautores, dear colleagues, dear friends,

Thanks to so many of you registering for the 33rd Fautores Congress we are delighted to inform you that upon closing the registration there will be 75 oral presentations and 44 poster presentations. Participants who wish to attend without an oral or poster presentation are still more than welcome: this registration is open until 30 June – registration will be closed earlier in the unlikely event that we reach the venue's maximum seating capacity. In this Second Circular we wish to inform you on the following practical things:

- Preliminary program
- Congress venue
- Hotel discount
- Congress fee and payment details
- Further details on the excursions
- How to reach Leiden?
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- To do list

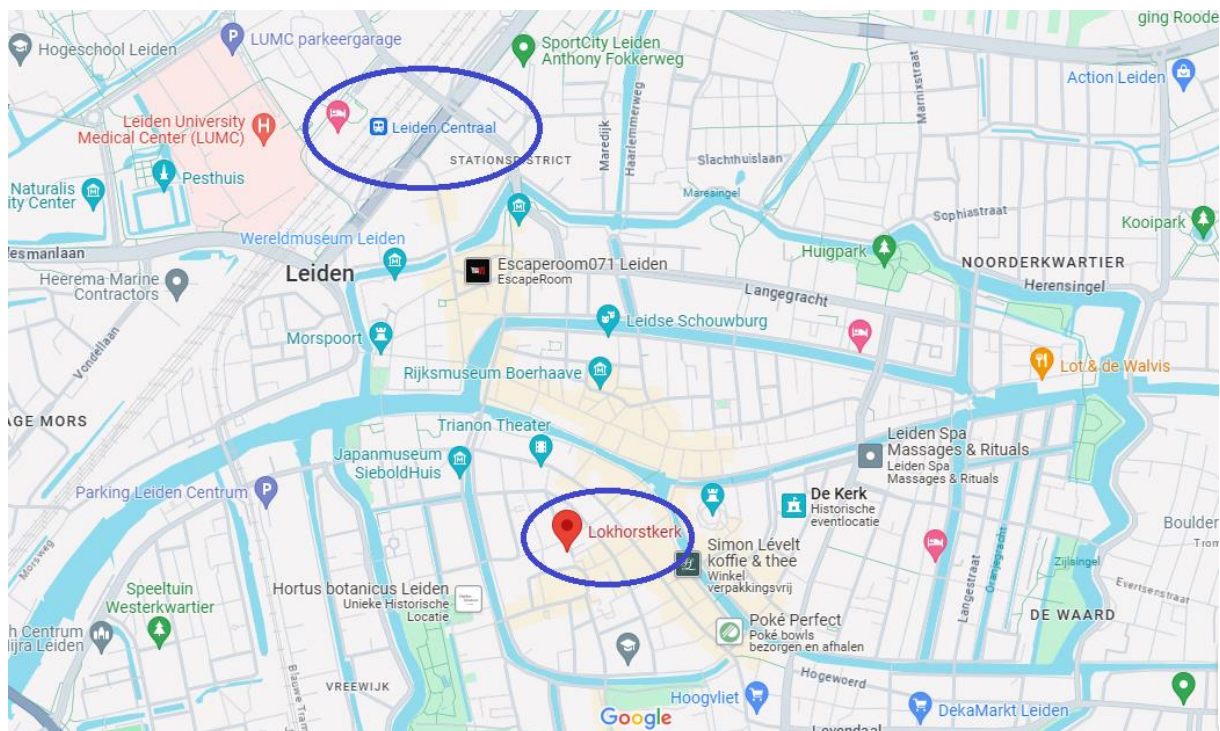
Preliminary Program

Based on the registrations for oral presentations a first preliminary program has been put together, and the good news is that we have been able to include all presentations. We would like to ask each participant to check name(s) and title, and to be so kind as to inform us if the current scheduling of his/her/their presentation matches with your planned attendance of the congress. As you will notice, there is a geographical logic to the program, but of course we shall try to accommodate any request for rescheduling. The preliminary program is attached separately.

Congress venue

The congress venue is a church which is still in function, the Lokhorstkerk (<https://doreleiden.nl>, Pieterskerkstraat 1, 2311 SV Leiden), whose origins go back to the first half of the seventh century. Located in the very heart of Leiden, it is an ideal location to explore and experience the hustle and bustle of the historic city.

The venue is a 15 minute walk from Leiden's main train station. Depending on where your accommodation is located (there are some larger hotels close to the station, for example), you could opt to take a bus from the train station to the second bus stop called Kort Rapenburg. It then takes about a 5 minute walk to the venue. Bus lines 1 to Leiderdorp Ziekenhuis, line 3 to Leiden train station De Vink, and line 5 to Voorschoten Starrenburg all halt at the Kort Rapenburg bus stop.



Map with the Lokhorstkerk and Leiden Central Station (top left) indicated (source: Google Maps).

Hotel Discount

With various hotels we have tried to negotiate a discount. Unfortunately, most of these do not work with a discount formula even for congress participants. We deeply regret that these negotiations were not more successful.

There is one hotel where we have been able to negotiate a discount for participants, that is the Wellness-Hotel Leiden (<https://www.fletcher.nl/nl/hotels/lijt?query=Leiden>). You can only make use of this discount when you book by e-mail (banquetsales@wellnesshotelleiden.nl) using the following discount code: 113-GFC4500. This allows for a single room for € 127,- per night

(€ 140,-- for a double room). Do note that up to 15 rooms are guaranteed until 11 August, after that date the discount code can be used as long as rooms are available.

Congress Fee and Payment Details

Despite our efforts and (financial) concerns, certain expenses and developments are regrettably beyond our control. This means that the ongoing preparations for the congress have led us to set the final congress fee at € 260,-- and the excursion fees at € 45,-- (Saturday) and € 40,-- (Sunday). We sincerely hope that this ‘small’ increase – we fully realise that small is relative – will not prevent anyone from participating.

We kindly ask you to pay your fee(s) before 30 June using the following bank account, which is registered in the name of both congress organisers (Roderick Geerts and Philip Bes):

IBAN	NL86 INGB 0106 4667 39
BIC	INGBNL2A

In case you will participate in one or both excursions, we kindly ask you to add the following remarks to your bank transfer: **NAME+Congress Fee+Excursion 1** or **NAME+Congress Fee+Excursion 1 and 2**.

Further Details on the Excursions

For both excursions we are planning to leave Leiden around 8.00/8.30 and to be back around 18.00. Please take note of the time schedule when making your travel plans. Of course we will help you organise your transport to the airport or train station if necessary.

The Saturday excursion will take us to *Ulpia Noviomagus Batavorum* – present-day Nijmegen – the oldest Roman city in the Netherlands. We will visit the former Museum KAM, which has been renovated recently, is now newly opened and houses archaeological research facilities. Their exquisite pottery display is worthwhile seeing and we are currently trying to organise a hands-on pottery display specifically for the congress.

The Sunday excursion will take us to two locations, both with themes related to water, which plays a key role in the history of the Netherlands: Museum Hoge Woerd and Archeon. Museum Hoge Woerd is located on top of one of the Roman forts on the *limes* – parts of the Dutch and German stretches of the *limes* are UNESCO World Heritage (<https://whc.unesco.org/en/list/1631/>) since July 2021! The museum houses a pottery collection and a restored Roman river barge (a transport ship) whose wreck was found nearby in 1997. A guided tour and possibly a hands-on pottery display will be organised. In Archeon we can immerse ourselves in the Roman period: many reconstructions of Roman-period buildings allow to experience daily life in a Roman city. There is a potter’s workshop and the remains of Roman ships are being preserved and reconstructed on-site.

How to reach Leiden?

There are multiple ways to reach Leiden: by car, train and airplane.

By car: Leiden is easy to reach by highway: it is located on the A4 highway which runs between Amsterdam and Rotterdam, as well as the A44 between Amsterdam to The Hague (Den Haag). As there is no parking space near the venue we advise you to use the larger underground parking at Parkeergarage Lammermarkt or Parkeergarage Garenmarkt; both are a 5-10 minute walk from the venue. For long-term parking we recommend that you check with your accommodation whether they provide services or use a parking outside the city centre. For instance, the Haagweg/Leiden centrum parking a little outside the city centre provides a free shuttle service into the city centre: exit at the National Museum of Antiquities which is located at a stone’s throw of the congress venue.

Note that in the city centre of Leiden all parking is paid. For parking locations and rates see: <https://gemeente.leiden.nl/inwoners-en-ondernemers/parkeren/parkeerlocaties/i-am-looking-for-a-parking-place>

By train: Leiden is well connected and in fact close to Schiphol Airport as well as the main train stations of Amsterdam, Rotterdam and Utrecht. Intercity trains normally stop every 15-30 minutes. In order to be up-to-date with the train schedule it is advisable to download the app of the Dutch national railway service: (<https://www.ns.nl/reisinformatie/ns-app>) or check all public transportation possibilities and schedules through the 9292 website (<https://9292.nl/>). Both websites can be viewed in English. In order to board a train you need to have a valid ticket which you tap at the yellow posts or gates:

- The Dutch railway works with prepaid cards (€ 7,-) which you can buy and that you need to charge at a ticket office or a ticket machine.
- Nowadays it is also possible to pay for each trip by tapping your debit- or credit card or phone. However, no information was available online whether all foreign cards are supported at this moment.
- It is also possible to buy an e-ticket in advance through the Dutch railway website (<https://www.ns.nl/en/travel-information/ns-on-your-mobile/mobile-tickets.html>).

By airplane: Amsterdam/Schiphol Airport is located between Amsterdam and Leiden, and only 20 minutes by train from Leiden. Being the busiest Dutch airport, flights from all over the world land here, so you should not have a problem finding a suitable flight, either direct or with a layover, depending on where you are flying from. When exiting the airport's arrivals area, if you head over to the so-called 'Plaza' you can find the train station directly underneath. There is no need for any transfers: you can directly board a train and head to Leiden. Do take into account that you need a valid ticket (see above) which you can buy at the ticket offices or at the ticket machines in the 'Plaza'.

Oral Presentation Guidelines

We have a very full program, so we kindly request all speakers to observe the 15 minutes time limit, followed by 5 minutes of questions/discussion and change-over. Please save your presentation as a .ppt, .pptx or .pdf file. In order to streamline the daily program and change-over between speakers as much as possible, we kindly ask you to submit presentations in advance to the congress e-mail address or via WeTransfer in case of larger files. As a guide, we count 1 slide per minute, but of course this is all dependent on your topic, etc.

The official languages of the congress are English, French, German, Italian, and Spanish. Do note that translation services will not be available during the congress.

Poster Guidelines

All posters should be in A0 format (height 1189 mm, width 841 mm). The poster title should be legible from 5 metres distance and the body text at 2 metres distance. Use high resolution images, charts and graphs to illustrate data, avoid large tables with raw data. Ideally, your poster should also have a good balance between text and images. Please, if necessary, ask a native speaker to review the text of your poster. It is the responsibility of the poster presenter to include copyright information for any images used.

In case you have never made a poster for a congress, the internet offers numerous websites and tips. Perhaps your university also has its own guidelines that are available online?

All authors of the poster should be mentioned, including their affiliation, as well as logos of institutes and sponsors of the research presented.

Poster Printing Service

In cooperation with the Printerette Leiden Morsstraat we offer direct printer-to-poster space-service (at the poster presenter's cost). Please upload your digital file via <https://printerette.nl/posters/posters> (this webpage is available in English and Dutch) by 31 August the latest and pay online in advance. The price at the Printerette per poster is € 53,09 incl. tax. Do not forget to indicate in the order form that the poster is to be presented at the Fautores Congress, and notify the congress organisers (using the contact details mentioned at the end of this circular) that your poster is being printed there. There will be a one-time transport from the Printerette to the congress venue. Only posters paid in full and ordered before September will be transported to the congress venue. If your upload or payment is late, we kindly ask you to pick up your poster yourself at the Printerette (Morsstraat 2, 2312 BM Leiden).

Publication accompanying the Congress

As announced in our previous communication, each participant of the congress will receive a specimen of the book that accompanies the congress: a volume on the status quaestionis of Roman pottery studies in the Low Countries. This volume is already available for pre-order (<https://www.sidestone.com/books/roman-pottery-in-the-low-countries>), though please refrain from buying it if you will join the congress.



Congress proceedings: RCRF Acta

As is tradition, the proceedings of the congress will be published in the *Rei Cretariæ Romanæ Fautores Acta* series which are now published by Archaeopress (<https://archaeopresspublishing.com/ojs/index.php/RCRF>). Participation in the congress with either a paper or a poster will allow for publication in the RCRF Acta. In order to receive a printed volume (as opposed to a digital offprint), however, the author needs to be a member of the Fautores; details on how to join the society can be found on the website and in the congress bag: <https://fautores.org/pages/membership.htm>.

Booksellers

At present, ArchaeoPress (www.archaeopress.com) and Sidestone Press (www.sidestone.nl) have confirmed they will be present at the congress. We are looking into inviting other booksellers depending on the venue's available space.

Confirmation of Registration

Each participant will receive a printed certificate of participation upon arrival at the congress. If you require a confirmation of your payment, inform the congress organisers and we can supply a digital confirmation in advance or a printed one upon arrival at the congress. If any of the participants who are working in Dutch development-led archaeology require a form for their KNA actorregistratie do inform us; this can be sent by e-mail after the congress.

GDPR and Photographs

In accordance with the GDPR, any personal and address data will only be used for congress purposes and will not be sent to third parties.

The name, affiliation and e-mail address of each participant will be included in the program and abstract book; this information will not be available through the online version on the website, only in the printed version and the PDF which will be circulated to all participants. If you do not want your affiliation and e-mail address to be included please inform the congress organisers before 30 June.

During the congress and the excursions, photographs will be taken. Do inform the congress organisation if you do not want photographs that inadvertently include you to be published online or on social media.

To do List

Here is a short summary of things to do or inform the congress organisation of, if relevant:

- Check the preliminary program and inform when you are present
- Complete the payment of the congress and excursion fees before 30 June
- Notify us if you require a confirmation of payment
- Inform us if you require a confirmation for the KNA actorregistratie (only applicable when working in Dutch development led archaeology)
- Let us know before 30 June if you do not want your affiliation and/or e-mail address to be included in the program and abstract book
- Notify us if you do not want to be in any photograph that might be published online

Key Dates/Contact Information

Registration	Sunday 15 September*
Congress dates	Monday 16-Friday 20 September
Post-congress excursions (optional)	Saturday 21 September (Nijmegen) Sunday 22 September (environs of Utrecht)
Congress website	www.rcrfleiden2024.nl
Congress email address	rcrfleiden2024@gmail.com
By cellphone:	

Roderick Geerts & Philip Bes
Organising Committee of the 33rd RCRF Congress

* Contrary to previous Fautores congresses it is not possible to organise a reception on the Sunday afternoon/early evening prior to the congress. We will have a reception at the Faculty of Archaeology on Thursday.