Guideline

1. There are three types of Technical Meeting Request Forms (TMRFs) by Eurographics, the
   - Eurographics TMRF for standard Eurographics Workshops and Symposia (this one)
   - Eurographics/ACM SIGGRAPH cosponsoring TMRF
   - Eurographics/IEEE vgtc cosponsoring TMRF.

2. This guideline gives additional information which may help to fill the form. More comprehensive information can be found in the Eurographics Workshops and Symposia Handbook.

3. Section B: This means the URL of the homepage of the event.

4. Section C: It should be checked for whether conflicts with other conferences of the field are avoided.

5. Section D: This is the institution which takes over the responsibility for the conference, including the financial liability.

6. Section E: The general chairs are the contact persons with respect to the organization of the conference. Usually one of them is a member of the organizing institution. At least one general chair is required.

7. Section F: The programme chairs are responsible for the scientific content of the event. At least one programme chair is required.

8. Section G: In-cooperation with an association means an involvement of the association without financial liability.

   According to an affiliation agreement, a Eurographics event can be organized in-cooperation with ACM SIGGRAPH. One advantage is that the proceedings, if any, can be made accessible in the ACM Digital Library. If in-cooperation with ACM SIGGRAPH is necessary or desired, an ACM in-cooperation TMRF has to be submitted to the ACM headquarters. This form is available on [http://www.acm.org/sig_volunteer_info/conference_manual/incooptmrfpage.htm](http://www.acm.org/sig_volunteer_info/conference_manual/incooptmrfpage.htm).

   Hints on filling the ACM in-cooperation TMRF are given in section 4.7 of the Eurographics Workshops and Symposia Handbook.

9. Section H: The call for papers should comprehend the names of the members of the programme committee.

10. Section I: Information on the services offered by Eurographics is available as follows:

    - E-payment and Registration Service:
      Contact: epayment-support@eg.org.

The costs for using those services should be taken into account in the budget of the event. For details see Sections 4.3 and 4.4 of the Eurographics Workshops and Symposia Handbook.
11. Section J: For details see section 4.4 of the Eurographics Workshops and Symposia Handbook.

The budget conference fee is the income to the budget of the event from the conference fees paid by the participants of the event. It is equal to the fees paid by participants being EG members. All other participants, except members of cooperation associations if agreed by Eurographics, pay a higher fee which includes a non-Eurographics-membership differential. The non-Eurographics-membership differential goes to Eurographics and thus must not be part of the budget.

12. Section K: The most important policies are subject of the sections 4.4 (The budget plan), 4.7 (ACM in-cooperation TMRF), 4.10 (Reports) and 4.11 (Invoices) of the Eurographics Workshops and Symposia Handbook.

13. The filled Eurographics TMRF has to be submitted to the Chair of the Eurographics Workshops and Symposia Board, preferably by email, workshop-board-chair@eg.org

The postal address of the current chair is

Heinrich Müller, University of Dortmund, D-44221 Dortmund, Germany, Fax: +49 231 755 6321.
A. Acronym and Full Title of Meeting: EGPGV '08: Eurographics 2008 Symposium on Parallel Graphics and Visualization
B. URL: http://vis.cs.ucdavis.edu/EGPGV08
C. Conference Dates and Location: April 14-15, 2008, Crete, Greece
D. Organizing institution: VISUS, Universität Stuttgart
E. Event Chairs: Name: Daniel Weiskopf
Affiliation: VISUS, Universität Stuttgart
Address: Nobelstr. 15, 70569 Stuttgart, Germany
E-mail: weiskopf@visus.uni-stuttgart.de phone: +49-(0)711-7816-368
Eurographics member: yes / no organizational member
Name: 
Affiliation: 
Address: 
E-mail: phone: 
Eurographics member: yes / no
F. Programme Chairs: Name: Jean Favre
Affiliation: Swiss National Supercomputing Center
E-mail: jfavre@cscs.ch Eurographics member: yes / no
Name: Kwan-Liu Ma
Affiliation: University of California at Davis
E-mail: ma@cs.ucdavis.edu Eurographics member: yes / no
G. Cooperating Organizations:
Cooperation with ACM SIGGRAPH: Yes / No
If yes, the filled ACM in-cooperation form has to be attached.
Other cooperating organizations:
H. Call for Papers: to be attached.
Request for Eurographics services:

- Proceedings published by EG Publishing: **Yes** / **No**
  - If yes, number of copies: **55 (current estimate)**

- EG Submission and Reviewing Management System SRM: **Yes** / **No**

- EG E-payment and Registration Service: **Yes** / **No**
J. Budget:

Total Revenue Budget: 16,240.00 EUR

Total Expense Budget: 14,988.80 EUR

Budget conference fee of a non-student participant: 320.00 EUR
Budget conference fee of a student participant: 290.00 EUR

Conference fee of a non-student EG-member: 320.00 EUR
Conference fee of a student EG-member: 290.00 EUR

Conference fee of a non-student non-EG-member: 410.00 EUR
Conference fee of a student non-EG-member: 335.00 EUR

Note: The above fees are for early-bird registration, without discount for joint registration with Eurographics 2008 Conference. Other registration fees are shown in the budget plan.

Budget plan: to be attached
K. We accept the Eurographics event policies documented in chapter 4 of the Eurographics Workshops and Symposia Handbook.

For   VISUS, Universität Stuttgart
      (Name of Organization)            Date __________________________

By    Daniel Weiskopf
      (Print Name)                          Signature ________________________

Event Chair Daniel Weiskopf
      (Print Name)                          Signature ________________________