**UNIVERSITY OF ECONOMICS - VARNA**

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**DEADLINES**

* 22.05.2020 – application forms and papers abstract submission, 800 – 1000 characters with spaces
* 30.06.2020 – notification of authors of the accepted papers
* 04.09.2020 – full papers submission along with a scanned copy of payment order

**CONFERENCE FEE**

Conference fee for authors is 30 euros

Co-authors pay a full conference fee

**THE CONFERENCE FEE SHOULD BE PAID BY BANK TRANSFER TO THE UE-VARNA BANK ACCOUNT:**

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**Reason for payment:** Participation in International Scientific Conference, Department of Tourism, UE-Varna, name of the participant (if the participant is requiring an invoice, the fee must be transferred by a legal person with VAT).
\*The invoice will be issued in the name of the person listed in the payment order.
\*All bank taxes are at participant's expense.

In case of an invoice needed by the participant, please send the following requisites: name of participant, address of the organisation, VAT and ID number to listed e-mail: tourism.conference@ue-varna.bg.

The conference fee is mandatory to be issued by an ID number holder.

**PAPER LAYOUT REQUIREMENTS**

* Working languages – Bulgarian, English, Russian. The papers in English and Russian languages require an abstract in **English only**.
* An application form and an abstract of the paper of 1000 characters with spaces and up to 5 keywords included, are due until **22.05.2020 to the following e-mail:** tourism.conference@ue-varna.bg. The authors of the approved papers will be notified until 30.06.2020 г.
* The approved papers are due to be sent by e-mail by **04.09.2020 г.** The authors carry full responsibility on the papers’ content.
* Maximum volume of papers: 8 standard pages, including abstracts, keywords, formulas, tables, figures, and cited sources. Line Spacing – 1,0, size 12 pt.
* Each author can submit only one paper. Papers are subject to plagiarism check and review.
* The papers received will be initially printed out in a Conference Journal/Proceedings with a following list request to be included in the National Reference list of NCFID ( National Centre for Information and Documentation); as well as uploaded in the sub-site of the Department of Economics and Organisation of Tourism. The Journal is due to be list-requested in the RePEc and Google Scholar. To every full-paying participant a copy of the Journal is to be provided..

**Formatting:**

* **Page set up:** А4, Orientation: Portrait; Margins: Top – 2 cm, Bottom – 2 cm, Left – 3 cm, Right – 2 cm. Page number – bottom, Centered;
* **Title in English/Russian:** Capital letters, bold, Times New Roman, 14 pt, centered;
* **Title in English:** Capital letters, bold, Times New Roman, 14 pt, centered, one blank line under the title in English;
* **Academic title, degree, author’s name and surname:** below the title in english, italic, centred, Times New Roman, 12pt.
* **Institutional Affiliation:**  below the title and the name of author, italic;
* **Abstract:** up to 7-8 lines (800-1000 characters with spaces), one blank line under the institutional affiliation, font size 10 pt, italic;
* **Keywords:** font size 10 pt, italic;
* **JEL Code:** font size 10 pt, italic, <https://www.aeaweb.org/econlit/jelCodes.php?view=jel>
* **Body text:** one line spacing below the JEL code, justified. Font: Times New Roman, size 12 pt, Line Spacing: 1, Paragraph spacing: 6pt before and 0pt after, Spеcial first line: 1cm;
* **Figures:** positioned at the right place in the text, centred; when imported files are used, the file should be provided in jpg format; figure titles should be numbered, positioned below the figure, bold, centred;
* **Tables:** positioned at the right place in the text, centred; title should be positioned above the table, numbered, italic, right alignment;
* **References,** **citation:** Harvard referencing;

(<https://libguides.ioe.ac.uk/c.php?g=482485&p=3298731>)

* **File Name:** Thematic heading number, first and last name of the author of the report, separated by a slash. Example: 2\_Ivan\_Petrov.doc.

[*Website of the conference*](https://ue-varna.bg/en/p/8547/about-us/faculties-and-departments/international-scientific-conference-tourism-connectivity)