

Choosing the Right Montessori Model United Nations Conference For You



CHICAGO



ROME



NYC



CONFERENCES

Upper Elementary and
Middle School MMUN
Conference

Upper Elementary and
Middle School MMUN
Conference

Upper Elementary and
Middle School MMUN
Conference

TEACHER TRAININGS ONSITE

MMUN Teacher
Certification Workshop
with the possibility to
see the Conference in
action

N/A

N/A

DATES

May 1ST - 4TH 2019

May 20TH - 23RD 2019

Feb 13TH - 16TH 2019

March 20TH - 23RD 2019

2019 CONFERENCE CHARACTERISTICS

FACTS & FIGURES



CHICAGO



ROME



NYC



FACTS & FIGURES

MAX DELEGATES

500

700

1300

MAX TOTAL PARTICIPANTS

650

880

1800

LOCATION

Downtown Chicago

Outside of Rome

Times Square, NYC

CLOSING CEREMONY

The Murphy

FAO of UN

United Nations

MEALS

Not Included

Included

Not included

COSTS

Starting from 535 USD

Starting from €765

February Conference
Starting from 589 USD

March Conference
Starting from 602 USD

EXTRAS

Free guided walking tour
of Chicago

Meals included



CHICAGO



ROME



NYC



CHARACTERISTICS

EXPERIENCE

Smaller conference with higher bureau to delegate ratios. Opportunity to learn the process in a more supported environment. Delegates develop confidence to attend a larger conference in Rome or NYC. Truly an international experience as there is no majority group of delegates but rather smaller delegations from many countries. Get to know your fellow delegates in advance with a guided walking tour of Chicago the first day

Medium size conference, with a good mix of committee sizes, self-contained within the conference venue

Large conference with interesting special guests and external speakers, located in the hotel

LOGISTICS

Requires logistics planning for meals

Simple logistics (meals are included from welcome dinner before Opening Ceremony until breakfast before the Closing Ceremony)

Requires good logistics planning in NYC and within the conference venue

2019 CONFERENCE CHARACTERISTICS

CHARACTERISTICS



CHICAGO



ROME



NYC



CHARACTERISTICS

SPECIAL INTEREST

Exciting to visit the 3rd largest American city, with 60 international consulates, unique architecture, Broadway shows, improvisational comedy, music, impressionist art (largest collection outside of Paris). Opportunity for foreign consulate visits with support from MMUN

Possibility to connect to different UN agencies, international embassies, springboard for Europe. Delegates spend more time together due to the common meal space. A sense of community and solidarity develops with the sharing of meals and evening events, all at the conference hotel

Exciting opportunities to visit UN missions, international sites, Broadway shows, etc.

RECOMMENDED FOR PARTICIPANTS

Particularly beneficial for beginning delegates with smaller committees and more availability of MMUN and Bureau Support onsite

Beginning delegates and Expert delegates comfortable with a range of committee experiences

Expert delegates, comfortable with larger committees and the stimulation of Times Square

2019 CONFERENCE CHARACTERISTICS

ADD-ONS



CHICAGO



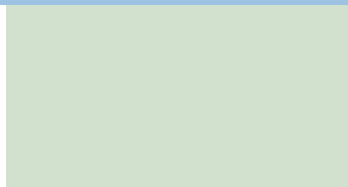
ROME



NYC



ADD-ONS



Rome & Italy
Hands-On Tour;
Visit to the first *Casa dei
Bambini* (if of interest)

NYC Tour



CONFERENCE PRICING AND TERMS OF SERVICE

CONFERENCE PRICING AND TERMS OF SERVICE

ABOUT 2019 FEES

Dear Teachers and Parents,

We have come so far since our first conference in 2006.

What began as a simple idea for a Montessori version of Model UN, has become an international forum for promoting peace and empowering youth globally. Whether you have been with us for 13 years or have just joined us recently, the impact on our participants is clear. One of the challenges of growth is to maintain and even improve the founding vision without losing the essence of MMUN's unique experience.

We have had our growing pains, as last year when our staff tripled and we split the NYC conference into two. It was a response to our incredible growth, and our understanding that we needed to keep the participant numbers at a level that ensures each delegate's voice can be heard.

MMUN is a community experience, our numbers must reflect that value.

Everyone felt the benefits of this necessary transformation and we are continuing to improve.

We are working hard to create a consistent and accessible process, with added support through infographics and webinars.

We have organized all aspects of the conference registration and implementation, to eliminate the confusion and wait times that existed in the past.

Our topics for committee sessions this year are as relevant and topical as we have ever provided.

No longer do we have committee rooms overloaded with delegates, we keep to a close quota, to ensure the most impactful experience possible.



The raise in costs this year reflect all of this work and we know you will be impressed by its success.

We are ultimately a volunteer organization and none of this would be possible without all of your support, of which the financial aspects are only one part among many.

We are so excited to share the MMUN 2019 conference season with all of you!

Angela Amata Ju Gabriel  Judith Sichel Michele Hixler Raphael Viviana

Conference Fees

CURRENCIES USD / EUROS		
	Country Selection Fee (Per School Group)	<p>260 USD for US conferences</p> <p>€260 for Rome conference</p> <p>This fee reserves your place in the conference by allocating countries appropriate for your delegation. This fee must be paid immediately to block your country selection.</p>
	Conference Package Participant Fee	<ul style="list-style-type: none"> • NYC FEBRUARY 2019: Starting at 589 USD for quadruple occupancy • NYC MARCH 2019: Starting at 602 USD for quadruple occupancy • CHICAGO MAY 2019: Starting at 535 USD for quadruple occupancy • ROME MAY 2019: Starting at €765 for triple occupancy <p>This fee covers your participation in the conference, the venue costs, personnel costs, and hotel costs (see the paragraph 'Conference Package: What is included and what is not included?'). Cost is per person for ALL participants (delegates, observers, chaperones, teachers, visitors). See following pages for details per conference. Services included in conference fees will not be sold or booked separately.</p>
	Conference Package Participant Fee for Local Residents	<ul style="list-style-type: none"> • US CONFERENCES: 400 USD • ROME CONFERENCE: €400 <p>Option available ONLY to those schools with registered locations within a 50 mile radius of the venue.</p>
	Visitor Fee	<ul style="list-style-type: none"> • NYC FEBRUARY 2019: Starting at 589 USD for quadruple occupancy • NYC MARCH 2019: Starting at 602 USD for quadruple occupancy • CHICAGO MAY 2019: Starting at 535 USD for quadruple occupancy • ROME MAY 2019: Starting at €765 for triple occupancy <p>If you are not a member of a school group and would like to attend a MMUN conference, you can register yourself as a visitor paying the participant registration fee.</p>

Conference Package: What Does It Include?



COMMITTEE AND CEREMONIAL SPACE

Use of venue space and facility fees.



UN RENTAL, STAFF AND SECURITY FOR CLOSING CEREMONY IN NYC (OR FAO IN ROME)

- 14 USD of this fee is to cover the estimated direct costs of the UN Rental, UN Staff and UN Security Fees. If the fee is less than that, you will be refunded the difference.
- Please note: The UN is an organization in constant operation and therefore use of the UN GA Hall can not be guaranteed.



HOTEL ACCOMMODATIONS

- Rooming accommodations for participants (quadruple through single, depending upon choice) for all the conference nights:
NYC February Conference
 Check-in on February 13TH
 Check-out on February 16TH;
NYC March Conference
 Check-in on March 20TH
 Check-out on March 23RD;
CHICAGO Conference
 Check-in on May 1ST
 Check-out on May 4TH;
ROME Conference
 Check-in on May 20TH
 Check-out on May 23RD.
- Round Trip Portage fees for 1 luggage piece per person.
- For extra accommodation choices see the "ROOM OPTIONS & PRICING".



WORKSHOPS

- Teacher and Parent workshops (facilities, organization).



TRANSPORT

- Round-trip transportation to and from the UN General Assembly Hall in NYC (alternate location Marriott Marquis Hotel Times Square).
- Round-trip transportation to and from the FAO Headquarters in Rome (alternate location Rome Marriott Park Hotel).



PARTICIPATION THE CONFERENCE EVENTS/ACTIVITIES

- Opening Ceremony.
- MMUN Celebration Night.
- Cultural Performance Night.
- Committee Rooms.



SCHOOL AND PARTICIPANT MATERIALS

- Bag/s for the Teacher Coordinator.
- Lanyards for all the participants.
- Badges for all the participants.
- Certificates for all the participants.
- Conference Books for all the participants.
- Number Paddles for the Teacher Coordinator.

Conference Package: What Does It Include?



MMUN ORGANIZATION

- MMUN Staff.
- MMUN Angels.
- Bureau Members.
- Additional Conference Staff.
- Special Guests.



SECURITY

- Additional hired security for venue to ensure only registered participants are circulating in the conference area.



TECHNOLOGY INFRASTRUCTURE

- AV equipment.
- Lighting.
- Electrical.
- Onsite admin and tech team.



COMMITTEE ROOM SUPPLIES

- Stationery.
- Water.



CONFERENCE SERVICES OFFICE

- Our staff and volunteers (MMUN Angels) will be available on the floors and in conference services to provide assistance and/or information to participants for the duration of the conference.



FIRST AID STATION

- Basic first aid supplies.
- For the larger conferences, trained medical staff is available as an additional support.
- For the smaller conferences, the hotel staff is available 24/7 to assist MMUN participants with emergency needs.

Conference Package: What Is Not Included?



TRAVEL COSTS TO VENUE

- Airfare/Travel to and from Conference city.
- Airport transfer to and from the hotel.



INDIVIDUAL COSTS FOR PARTICIPATION

- VISA fees (if needed).
- Insurance (Health, Travel, Trip Cancellation, etc.).
- Passport (make sure the expiration date falls within the requirements, generally at least six months after the conference dates).
- Meals are not included for conferences (with the exception of the Rome Conference).



SHOULDER NIGHTS

- Any additional room nights outside the dates included in the conference package.
- See details on room configuration and pricing for the shoulder nights.



TOUR PACKAGES

- Participation in our post-conference tour packages.

NYC Conference February Room Options & Pricing

CONFERENCE	ROOMING ARRANGEMENTS	ROOM FEATURES	COST PER PARTICIPANT (based on room occupancy)
NYC FEBRUARY Marriott Marquis and Hyatt Centric Times Square	QUADRUPLE ACCOMMODATION	Occupancy: 4 people MARRIOTT Room type: Double full Room Configuration: 2 full size beds + 1 twin size sofa bed HYATT Room type: Double Queen (bed sharing) Room Configuration: 2 queen double beds	589 USD
	TRIPLE ACCOMMODATION	Occupancy: 3 people MARRIOTT Room type: Double full or King Room Configuration: 2 full size beds + 1 twin sofa bed or 1 king bed + 1 twin size sofa bed HYATT Room type: Triple Queen (bed sharing) Room Configuration: 2 queen double beds	692 USD
	DOUBLE ACCOMMODATION	Occupancy: 2 people MARRIOTT Room type: Double full or King Room configuration: 2 full size beds + 1 twin sofa bed or 1 king bed + 1 twin size sofa bed HYATT Room type: Double King (bed sharing) Room Configuration: 1 king bed OR Room type: DoubleQueen (bed sharing) Room Configuration: 2 queen double beds	901 USD
	SINGLE ACCOMMODATION	Occupancy: 1 person MARRIOTT Room Type: King Room configuration: 1 king bed + 1 twin size sofa bed HYATT Room Type: Single Room configuration: 1 king bed	1,530 USD

NYC Conference March Room Options & Pricing

CONFERENCE	ROOMING ARRANGEMENTS	ROOM FEATURES	COST PER PARTICIPANT (based on room occupancy)
NYC MARCH Marriott Marquis and Hyatt Centric Times Square	QUADRUPLE ACCOMMODATION	Occupancy: 4 people MARRIOTT Room type: Double full Room Configuration: 2 full size beds + 1 twin size sofa bed HYATT Room type: Double Queen (bed sharing) Room Configuration: 2 queen double beds	602 USD
	TRIPLE ACCOMMODATION	Occupancy: 3 people MARRIOTT Room type: Double full or King Room Configuration: 2 full size beds + 1 twin sofa bed or 1 king bed + 1 twin size sofa bed HYATT Room type: Triple Queen (bed sharing) Room Configuration: 2 queen double beds	714 USD
	DOUBLE ACCOMMODATION	Occupancy: 2 people MARRIOTT Room type: Double full or King Room configuration: 2 full size beds + 1 twin sofa bed or 1 king bed + 1 twin size sofa bed HYATT Room type: Double King (bed sharing) Room Configuration: 1 king bed OR Room type: DoubleQueen (bed sharing) Room Configuration: 2 queen double beds	938 USD
	SINGLE ACCOMMODATION	Occupancy: 1 person MARRIOTT Room Type: King Room configuration: 1 king bed + 1 twin size sofa bed HYATT Room Type: Single Room configuration: 1 king bed	1,612 USD

CONFERENCE PRICING AND TERMS OF SERVICE

CONFERENCE FEES

NYC Conferences Shoulder Nights

CONFERENCE	ROOMING ARRANGEMENTS	ROOM COST
NYC FEBRUARY Marriott Marquis and Hyatt Centric Times Square Available Shoulder Nights: 02/11/2019 02/12/2019 02/16/2019	QUADRUPLE TRIPLE DOUBLE SINGLE ACCOMMODATION	419 USD
NYC MARCH Marriott Marquis and Hyatt Centric Times Square Available Shoulder Nights: 03/18/2019 03/19/2019 03/23/2019	QUADRUPLE TRIPLE DOUBLE SINGLE ACCOMMODATION	449 USD

MARRIOTT MARQUIS

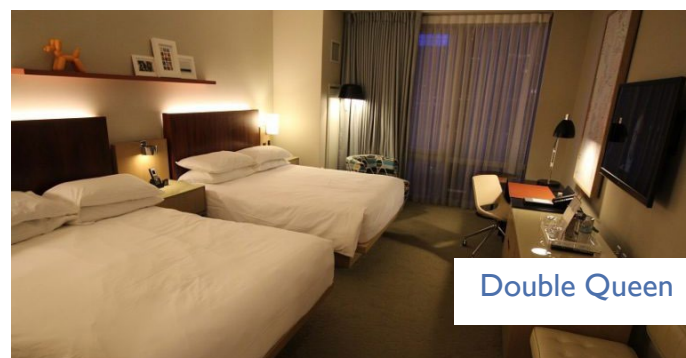


King

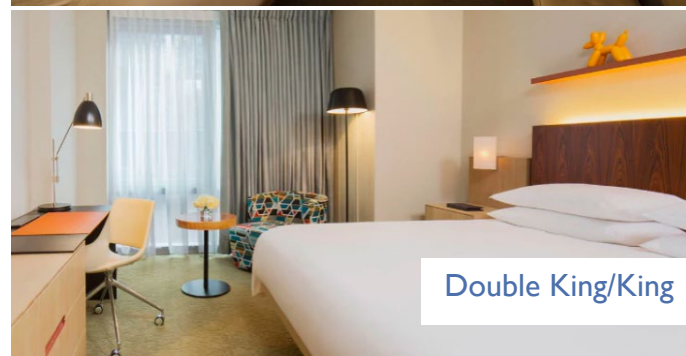


Double full

HYATT CENTRIC TIMES SQUARE



Double Queen



Double King/King

CONFERENCE PRICING AND TERMS OF SERVICE

CONFERENCE FEES

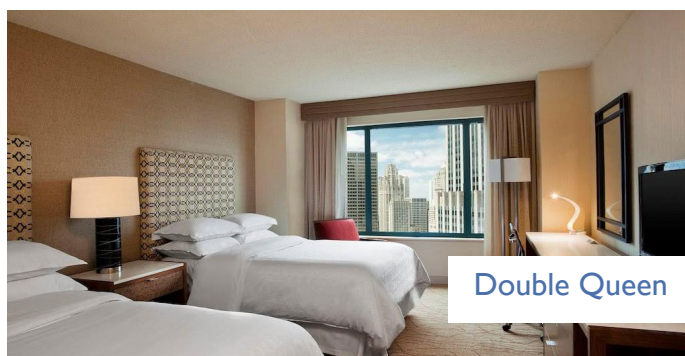
CHICAGO Conference Room Options & Pricing

CONFERENCE	ROOMING ARRANGEMENTS	ROOM FEATURES	COST PER PARTICIPANT (based on room occupancy)
CHICAGO Sheraton Grand	QUADRUPLE ACCOMMODATION	Room type: Double Queen Occupancy: 4 people	535 USD
	TRIPLE ACCOMMODATION	Room type: Double Queen Occupancy: 3 people	603 USD
	DOUBLE ACCOMMODATION	Room type: Double Queen or King Occupancy: 2 people	741 USD
	SINGLE ACCOMMODATION	Room type: King Occupancy: 1 person	1,153 USD

CHICAGO Conference Shoulder Nights

CONFERENCE	ROOMING ARRANGEMENTS	ROOM COST
CHICAGO Sheraton Grand Available Shoulder Nights: 04/30/2019 05/04/2019	QUADRUPLE TRIPLE DOUBLE SINGLE ACCOMMODATION	275 USD

SHERATON GRAND



CONFERENCE PRICING AND TERMS OF SERVICE

CONFERENCE FEES

ROME Conference Room Options & Pricing

CONFERENCE	ROOMING ARRANGEMENTS	ROOM FEATURES	COST PER PARTICIPANT (based on room occupancy)
ROME Rome Marriott Park Hotel	TRIPLE ACCOMMODATION	Room Type: Triple Room Configuration: 1 king bed + 1 cot bed	€765
	DOUBLE ACCOMMODATION	Room Type: Double Twin Room Configuration: 2 twin size beds or 1 king bed	€815
	SINGLE ACCOMMODATION	Room Type: King Room Configuration: 1 king bed	€1,130

ROME Conference Shoulder Nights

CONFERENCE	ROOMING ARRANGEMENTS	ROOM COST
ROME Rome Marriott Park Hotel Available Shoulder Nights: 05/19/2019 05/23/2019 05/24/2019 05/25/2019	TRIPLE ACCOMMODATION	€325
	DOUBLE ACCOMMODATION	€250
	SINGLE ACCOMMODATION	€230

ROME MARRIOTT PARK HOTEL



Executive Suite



Double Twin/King

Refund and Penalties



Refund Deadline

**December 10TH, 2018
for All Conferences**

- Refunds are subject to a 10% processing fee before the indicated dates.
- Refund requests must be submitted prior to the posted deadline to accounting@montessori-mun.org with the electronic payment receipt (email receipt) or the last 4 digits of the card used to process the payment transaction(s) along with names of school and participant(s) whose registration(s) need to be canceled.
- After these dates, NO refunds are possible.

Please note:

We are required to pay the hotel for the rooms even if they remain empty.



PENALTIES

CURRENCIES USD / EUROS

Liability / Late Registration Fee

**150 USD or €150
depending upon
conference**

- Late registrations are subject to a 150 USD (for the US Conferences) supplemental fee per participant. It is €150 for Rome Conference.
- MMUN incurs additional costs for logistics defined later than the step 2 deadline.



Land Grab Fees

**If your delegation size
is reduced by more than
25%, you will be charged
a “land grab fee”
for each dropped delegate
(i.e. 50 USD or €50 per
delegate).**

- Please note that we had several incidents of schools overestimating their delegation size in 2018 only to release space later on after other schools had been turned away for lack of availability.

Note About Closing Ceremony & UN Participation

CORRECT NAMES

- Please ensure that the formal full name of each participant is specified (as written on legal documentation).
- This information is used to generate both the name badges for the conference as well as the security clearance for the UN (New York City Conference) and for the FAO/WFP (for Rome Conference).
- All names are submitted at the conference registration deadline (see individual conference information page for exact dates).
- Name changes that are received after this date will not affect conference attendance (swap of participant); however, the participant will be unable to attend the UN or FAO/WFP (if applicable depending on conference).

UN AVAILABILITY

- The UN is an organization in constant operation and therefore use of the UN GA Hall cannot be guaranteed.

SELECTING THE APPROPRIATE DELEGATION DESIGNATES WHICH CLOSING CEREMONY THE CHAPERONE WILL ATTEND

- Chaperones and observers need to be assigned to either the Middle School or Upper Elementary and will only be allowed to attend one Closing Ceremony.
- If a Chaperone or Teacher has to oversee delegates in both sessions, they must submit two UN/FAO Ground Pass requests. This exception will have to be evaluated in advance by MMUN with the UN security. Please write to info@montessori-mun.org if would like to request an exception. MMUN can not guarantee acceptance of any exceptions but will attempt to satisfy extenuating circumstances in compliance with the UN security conditions.

CLOSING SCHEDULE

- Schedule of the Closing Ceremony at the UN or FAO is highly variable and subject to last minute changes. The schedule will be finalized by the UN security mid-conference and published for MMUN participants at that time. Changes may still occur onsite at the UN based upon security traffic and UN GA usage. For this reason, we strongly recommend that you commute to the UN using only our bus service and to ensure that you arrive on time and are able to be escorted through security with our group.

Registration Milestones and Key Dates

Registration for all the Steps Opens on the 10TH of September at 9:00 AM Eastern.

