

## Drafting Meeting for the Preparation of the 8th Ministerial Conference

17 – 18 February 2020, Bratislava, Slovakia

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### Practical Information

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Bellow you can find information on the meeting, venue, accommodation and other practical information.

#### REGISTRATION

To register for the meeting please visit the following webpage:

<https://foresteurope.org/event/15475/>

The deadline for registration of participants is **10 February 2020**.

#### MEETING DATES AND TIMING

##### Monday, 17 February 2020

13.00 – 13.30 Registration

13.30 – 18.00 Session

##### Tuesday, 18 February 2020

09.00 – 13.00 Session

13.00 – 15.00 Lunch Break

15.00 – 18.00 Session

#### VENUE

The venue of the meeting is Hotel Saffron located close to the city centre of Bratislava. The session will take place in a conference room LUX on the 1<sup>st</sup> floor. Registration desk and information point will be located near the entrance to the conference room.

##### Address:

Hotel Saffron

Radlinského 27,

811 07 Bratislava, Slovakia

For more details visit <https://www.hotelsaffron.sk/en/>

#### LANGUAGE & DOCUMENTS

The meeting will be conducted in English only. The documents for the meeting will be provided in English and delivered in due time.

#### MEALS

There will be coffee breaks during the meeting provided by the organizers. Lunch is not included in the meeting arrangements, however restaurant is available in the hotel and several other options are available in a walking distance.

## ARRIVAL DETAILS

To travel to Bratislava, you can take a flight to Vienna International Airport, alternatively you may use Bratislava Airport.

### **Vienna International Airport**

Vienna airport is located 63 km from Bratislava. Shuttle service from Vienna airport to Bratislava Main Bus Station (Bratislava AS) is provided by the Slovak Lines Bus or Regio Jet. Bus stops are located in front of the Arrivals Hall. The journey takes for about 1 hour. The buses stop at Bratislava Bus Station "Bratislava – Autobusová Stanica Nivy". Timetable and further information on shuttle buses is available at:

[Slovak Lines](#)

[RegioJet](#)

### **Bratislava Airport and Bratislava Main Bus Station**

Bratislava airport is located in the eastern part of Bratislava. To get to the meeting venue participants can take **taxi**. We can recommend to call [Easy Taxi](#) (+421 918 555 555), which uses fixed fares 5 EUR within the city centre (8 EUR to/from Bratislava airport). If you choose another taxi, we recommend to ask the taxi driver for their fares in advance – the fare from Bratislava Airport to the hotel should not exceed 10 EUR. The journey takes approx. 20 minutes.

### **Bratislava Main Bus Station**

The hotel is situated approx. 15 minutes by walk from the main bus station.

Participants can use also **public transport**. Take the trolleybus number 210 or the bus number 21 from the bus station „Mlynské nivy“ and go to the stop named „Račianské mýto“, than change to the tram number 3 or 5 and get off at the stop named „Blumentál“. After approximately 30 metres you can see the hotel on the right side. You need to buy 60 minute ticket. There is an orange ticket machine for coins in front of the building of the bus station.

If you prefer **taxi**, the journey takes approx. 5 minutes. We can recommend to call [Easy Taxi](#) (+421 918 555 555), which uses fixed fares 5 EUR within the city centre.

### **Shuttle service provided by the hotel**

The hotel provides shuttle service for hotel guests. For reservation contact reservation department [rezeracia@hotelsaffron.sk](mailto:rezeracia@hotelsaffron.sk).

### **Travel by car**

There is a car park and underground garage available with direct access to the hotel.

## ACCOMMODATION

Participants are kindly requested to make their own accommodation arrangements.

Liaison Unit Bratislava has arranged a limited number of rooms for FOREST EUROPE participants in Hotel Saffron. Special offer is valid until **10 February 2020**.

### **Hotel Saffron\*\*\*\***

Address: Radlinského 27, 811 07 Bratislava

Phone: +421 2 212 99 301

Web: <https://www.hotelsaffron.sk/en/>

Price: double room - single use: 69 EUR/night (breakfast incl.) +1.70 EUR city tax/day

double room for 2 persons: 79 EUR/night (breakfast incl.) +1.70 EUR city tax/day

**Reservation:** to arrange your reservation please send e-mail with reference to FOREST EUROPE to following e-mail address: [rezervacia@hotelsaffron.sk](mailto:rezervacia@hotelsaffron.sk).

There are several other hotels near the meeting venue:

**Crown Plaza Bratislava Hotel\*\*\*\***

Address: Hodžovo nám. 2, 816 25 Bratislava

Web: <https://cpbratislava.sk/>

Reservation: <https://cpbratislava.sk/>

Distance to venue: 1,1 km

**Austria Trend Hotel Bratislava\*\*\*\***

Address: Vysoká 2A, 811 06 Bratislava

Web: <https://www.austria-trend.at/de/hotels/bratislava>

E-mail: [reservations.bratislava@austria-trend.at](mailto:reservations.bratislava@austria-trend.at)

Distance to venue: 1 km

**Hotel Tatra\*\*\*\***

Address: Námestie 1 mája 5, 811 06 Bratislava

Web: <https://hoteltatra.sk/en/>

E-mail: [rezervacie@hoteltatra.sk](mailto:rezervacie@hoteltatra.sk)

Distance to venue: 850 m

**LOFT Hotel Bratislava\*\*\*\***

Address: Štefánikova 4, 811 05 Bratislava

Web: <https://www.lofthotel.sk/en>

E-mail: [reservation@lofthotel.sk](mailto:reservation@lofthotel.sk)

Distance to venue: 1 km

## FINANCIAL SUPPORT

Eligible participants from signatory countries with economies in transition may apply for financial support for their travel to the meeting. Please note that financial support is provided for one participant per eligible signatory country.

Request for financial support should be submitted to Liaison Unit Bratislava (e-mail: [lucia.ambrusova@foresteurope.org](mailto:lucia.ambrusova@foresteurope.org)) as soon as possible, but no later than **7 February 2020**. No application will be accepted after this deadline.

## VISA INFORMATION

Participants are responsible for checking visa requirements and making their own visa arrangements before departure, including visa for transit or stopover. For further information regarding visa requirements please visit the website of the Ministry of Foreign and European Affairs of the Slovak Republic:

[http://www.foreign.gov.sk/web/en/consular\\_info](http://www.foreign.gov.sk/web/en/consular_info).

## CURRENCY

The official currency in Slovakia is the Euro. Foreign currency can be exchanged in banks or exchange offices. Credit and debit cards (Visa, Visa Electron, Eurocard/Mastercard, Maestro, American Express, Diners Club) are widely accepted.

## **GENERAL INFORMATION**

For general information about the city and the country, please visit the following webpages:

<http://www.visitbratislava.com/>

<http://slovakia.travel/en>

## **WEATHER FORECAST**

<http://www.accuweather.com/en/sk/bratislava/297345/weather-forecast/297345>

## **CONTACT PERSONS**

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