

## PRACTICAL INFORMATION

### 1. Venue and transport

The Conference will take place in Strasbourg at the headquarters of the Council of Europe (Palais de l'Europe) in Room 9 (second floor).

Transport to the meeting venue is not provided. For a map of the bus and tram links to the Palais de l'Europe, please consult:

[http://www.coe.int/AboutCoe/media/interface/publications/Acces\\_coe.pdf](http://www.coe.int/AboutCoe/media/interface/publications/Acces_coe.pdf)

Strasbourg-Entzheim airport has a direct train link to the Strasbourg railway station (journey time is approx 9 minutes), the timetable can be consulted at:

[http://www.strasbourg.aeroport.fr/E/navette\\_train.php](http://www.strasbourg.aeroport.fr/E/navette_train.php)

### 2. Hotels

A list of hotels in Strasbourg giving preferential rates for Council of Europe meetings is available from the Secretariat. Participants should reserve their own accommodation.

### 3. Working languages, speeches and presentation

Simultaneous interpretation will be provided in English, French, German, Italian and Russian. Written speeches should be handed to the Secretariat in advance for distribution to the interpreters. Facilities for Powerpoint presentations will be available. Speakers wishing to make Powerpoint presentation are asked to send an electronic copy of their Powerpoint document to the Secretariat in advance, or bring it with them on a USB key together with one hard copy, if they have not been able to send it in advance. Working documents will be available in English and French only.

### 4. Registration

Please register in advance with the **attached participation form** (one per participant) to be sent to the Secretariat (fax: +33 3 88 41 27 17, e-mail: [hazel.bastier@coe.int](mailto:hazel.bastier@coe.int) or [elisa.kopec@coe.int](mailto:elisa.kopec@coe.int)) **before Tuesday 8 June 2011**. There are no registration or participation fees.

Participants are responsible for their own travel and accommodation expenses. Registrations will be made on a first-come-first-served basis. The Secretariat reserves the right to refuse registrations once the maximum number of participants has been reached.

### 5. Security and press

On arrival at the main entrance of the Palais de l'Europe, after passing through the security controls, participants will be asked to present their passport or identity card. They will be issued with a security badge valid for the day of the Conference, which should be displayed at all times and is required to access the non-public parts and entering the building.

The Conference will be open to the public and the press. The press contact is given below.

### 6. Visas

Nationals of non-EU member states are invited to contact the French Embassy in their country to check whether they need a visa for entry into France.

## 7. Contact

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