

PRACTICAL INFORMATION

CONFERENCE

Please be advised that participation in the Conference is free.

ACCREDITATION

Participants are kindly requested to complete their accreditation online at <https://accreditation.pl2011.eu>. Accreditation will be closed on September 9th. Please be advised that the number of the participants of the Conference is limited to 160 people. Therefore please register as soon as possible.

Please use the login and password listed below:

login: Innovation9

password: o5&Oh8@B

The given login and password apply only for participants outside of Poland. Panelists and participants from Poland should contact the organiser for proper login and password.

HOTEL

The Presidency has reserved a limited number of rooms for the Conference Participants at the Mercure Hevelius Gdańsk Hotel for three nights: from 18th to 21st of September 2011.

Please confirm the reservation by sending an e-mail to the address H3390-RE@accor.com or calling the no + 48 58 321 00 21. When booking the room at Mercure Hevelius Gdansk Hotel please mention the password *EFAP*. Please note, that after 15th August the Polish Presidency will not guarantee accommodation for the period from 18th to 21st of September 2011 at the Mercure Hevelius Gdansk Hotel.

Participants will be asked also to cover any additional services (phone, pay-per-view TV channels, mini-bar, room service, dry cleaning, etc.) when checking out of the hotel. In order to book your room you will have to provide credit card details. Check-in time 14:00 onwards on the day of arrival and check-out time by 12:00 on the day of departure.

Please note that:

- guests are expected to pay for the hotel accommodation by themselves
- while booking your accommodation the hotel will charge you full price for the entire stay
- in case of cancellation of your booking more than 72 hours prior to your arrival, the hotel will charge you full price for 1 night
- in case of cancellation of your booking less than 72 hours prior to your arrival, the hotel will charge you full price for the entire stay

Address:

Mercure Hevelius Gdańsk Hotel

Ul. Heveliusza 22

80-890 Gdańsk

Poland

CONTACT INFORMATION

For any further questions, please do not hesitate to contact us:

Ms Elżbieta Mamcarczyk

Ministry of Infrastructure

Telephone: +48 22 630-11-82

Fax. +48 22 628-53-65

E-mail: emamcarczyk@mi.gov.pl

efapgdansk@mi.gov.pl