

Meeting of the Chairpersons of COSAC Luxembourg, 12 and 13 July 2015

General information

Conference venue

European Convention Center Luxembourg

4, place de l'Europe

L-1499 Luxembourg

Phone : (+ 352) 43 02 57 751

Fax : (+ 352) 43 02 57 575

The meeting is held on 13 July 2015 in meeting room 2 of the *European Convention Center Luxembourg* located on the Kirchberg Plateau. Access to the session venue is through the main entrance on the ground floor of the Conference Center.

Hotels

Participants are invited to book their hotel rooms as soon as possible. Rooms have been prebooked by the Chamber of Deputies in the following hotels:

1) Mélia Hotel (****)

1 Park Draï Eechelen,

L-1499 Luxembourg

Phone: (+352) 27333-1

Fax: (+352) 27333-999

	Preferential rate per night per room
Room type	
Classic King	180 €
Including	Breakfast Buffet, internet, service and taxes

2) Sofitel Luxembourg Europe Hotel (****)

4, rue du Fort Niedergrunewald
 Quartier Européen Nord
 Plateau de Kirchberg
 L-2015 Luxembourg

Phone : (+ 352) 43 77 61

Fax : (+ 352) 42 50 91

	Preferential rate per night per room
Room type	
Superior Guestroom - Single Occupancy	180 €
Superior Guestroom - Double Occupancy	200 €
Including	Breakfast Buffet, high speed wifi, service and taxes

Participants are kindly asked to address their booking forms directly to the hotel of their choice.

Welcome desk in the hotels

A welcome desk is open in the hotels on Sunday 12 July from 2 p.m. to 7 p.m.

Parking

Delegates should inquire about parking facilities at their hotel.

Transportation

Participants are kindly asked to organise their own transfer between the airport and their hotel.

As the Melia Luxembourg and Sofitel Luxembourg Europe hotels are located a five-minute walk from the Conference Center, transport will not be provided for meetings.

However, the Chamber of Deputies organises bus transport between the hotels and the “L’Etoile” restaurant for the dinner on 12 July 2015.

Registration (Badges)

For security reasons, participants are invited to wear their badge during meetings and events.

Badges are provided in the hotels on Sunday 12 July from 2 p.m. to 7 p.m. and at the *European Convention Center Luxembourg* on Monday 13 July from 8:15 a.m. Participants are requested to immediately report the loss of their badge to the registration desk.

Registration desk at European Convention Center Luxembourg

The registration desk is open on Monday 13 July from 8:15 a.m. and will provide

- badges and if necessary replacement badges,
- taxi bookings,
- any additional information on the conference agenda

Interpretation

Simultaneous interpretation of the debates will be provided in French and English.

Luxembourg Airport and train station

Link: <http://www.lux-airport.lu/en/Home.1.html>

Luxembourg airport is located approximately a 15 minute drive from the Kirchberg Plateau, and approximately a 10 minute drive from the city centre, depending on traffic.

Luxembourg train station is located approximately a 10-15 minute drive from the Kirchberg Plateau, and approximately a 5-10 minute drive from the city centre.

A taxi from the airport to Luxembourg city centre or the Kirchberg plateau takes approximately 15 minutes and costs around 30 euros. The exact price and duration of the journey depend on hotel location and traffic.

A taxi from the train station to the city centre or the Kirchberg Plateau costs approximately 20 euros and takes about 10 minutes, depending on traffic.

Currency

Please note that the official currency in Luxembourg is the euro (€).

Other services

Medical service is available in the main foyer on the ground level of the Conference Center.

An outside area for smokers is also located here.

ATMs (cash machines) and banks are available close to the session venue.

General coordination

General contact: eu2015parl@chd.lu

General coordination:

Mrs Isabelle Barra, Deputy Secretary general

Email : ibarra@chd.lu

Phone: (+352) 466 966 310

International Relations department:

Mrs Ines Luna, phone: (+352) 466 966 233

Mr Cédric Scarpellini, phone: (+352) 466 966 237

Mr Gaëtan Fagnart, phone (+352) 466 966 231