

PRACTICAL INFORMATION

COSAC CHAIRPERSONS MEETING

ATHENS, JANUARY 26-27, 2014

Date/venue The meeting will be held at the Senate Hall of the Hellenic Parliament on January 27, 2014. From **08.00 to 09.30** participants can access the building from the Amalias avenue entrance, (on the corner with Vas. Sofias avenue). After 09.30 only the main entrance on 2, Vassilissis Sofias avenue will be used.

Hellenic Parliament
Syntagma Square
100 21, Athens, Greece

On line registration The participants are kindly requested to fill in the registration form which is available at www.gr2014parliament.eu no later than **January 13, 2014**.

Registration On January 26, registration desks will be located in the hotel lobbies, from 15h00 to 18h00.
On January 27, a late registration desk will be available at the Hellenic Parliament premises.
Badges, documents and other material regarding the meeting shall be collected from these desks upon registration. For security reasons, all participants are kindly requested to wear their badges at all times.

The ribbons of the badges correspond to the following categories:

Blue	Parliamentarians
Green	Staff
Orange	Interpreters
Purple	Organisers

**Arrival/
Departure**

All participants are kindly requested to make the necessary arrangements for their transportation from and to the [airport](#).
Approximate transportation costs range as follows:

Taxi: 35-50€,

Metro: (line 3 – blue). **Ticket price:** 8.00€ (one way).

Route duration: 40’

Bus: No X95. **Ticket price:** 5.00€ (one way). **Route duration:** 40-60’.

Transportation

Participants may reach the Parliament building on foot (2’ walk). For social events transportation by bus will be provided by the organisers.

Accommodation

Block reservations at preferential rates have been made by the Hellenic Parliament at the following hotels, located opposite the Parliament building.

N.J.V. Athens Plaza

Constitution Square (Syntagma)

105 64, Athens, Greece

Tel : +30 210 3352400

Fax : +30 210 3235856

www.njvathensplaza.gr

Room type	Rate
Superior Room Single (City view)	90€
Superior Room Twin (City view)	100€
Deluxe Single Room (Acropolis or Constitution square view)	130€
Deluxe Twin Room (Acropolis or Constitution square view)	140€

King George Hotel

Constitution Square (Syntagma)

105 64, Athens, Greece

Tel : +30 210 3222210

Fax : +30 210 3228034

www.kinggeorgepalace.com

Room type	Rate
Classic single, double room	160€
Deluxe single, double room	200€

Hotel Grande Bretagne

Constitution Square (Syntagma)

105 64, Athens, Greece

Tel : +30 210 3330000

Fax : +30 210 3228034

www.grandebretagne.gr

Room type	Rate
Classic single, double room	195€
Deluxe single, double room	235€

All participants are kindly requested to make all necessary arrangements for their accommodation. Reservation forms may be found at www.gr2014parliament.eu and must be sent directly to the hotel, no later than **January 13, 2014**.

Preferential rates shall not apply for booking requests received after the above deadline. Accommodation costs are covered by the participants.

Interpretation

Simultaneous interpretation will be provided in Greek, English and French. Delegations accompanied by their own interpreters wishing to use an interpretation booth are kindly requested to notify the organizers in advance.

Documents

The updated agenda of the meeting, as well as other relevant working documents can be accessed at www.gr2014parliament.eu. Final documents will be distributed upon registration. All documents will be available in Greek, English and French and will be uploaded at www.gr2014parliament.eu after the event.

Requests to take the floor

Participants wishing to take the floor are kindly requested to fill in the relevant card received upon registration. These cards are coloured and correspond to each agenda item. Based on the requests to take the floor, a list will be drawn up. Participants can deliver their speeches from their seats.

Services

All participants will have access to a working station equipped with computers, printers, fax and internet access. Wi-Fi service shall be available in selected areas.

Press Facilities Press correspondents who have been accredited through www.gr2014parliament.eu will have access to press facilities.

Live broadcast The meeting will be broadcasted live on www.gr2014parliament.eu

Medical service Medical services will be available during the meeting.

Smoking policy Smoking is prohibited in all areas of the Parliament building.

Currency/Bank The national currency of Greece is the Euro. At the ground floor of the Parliament building there is a National Bank of Greece branch and an ATM.

Weather In January, the average lowest temperature is 5°C and the highest is 14°C

Local time Local time in Greece is GMT+2

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