

## Meeting of Chairpersons of the European Affairs Committees

*Paris – 6 and 7 July 2008*

### **GENERAL INFORMATION**

*(as of 19 May 2008)*

#### **1) Arrival and departure of the delegations**

The chairpersons and members of the delegations will not be met on their arrival in Paris, and are consequently requested to arrange their own transport from airport or railway station to the hotels.

#### **2) Transfer**

Arrangements for transfer of the chairpersons and members of the delegations between the hotels and the conference rooms and restaurants on the Sunday and Monday, will be organised by the Assemblée Nationale.

For security reasons, all chairpersons and members of the delegations will travel together by bus.

#### **3) Accommodation**

Rooms have been reserved at:

Hotel HILTON TOUR EIFFEL

18, avenue de Suffren - 75015 PARIS

Tél : +33 (0)1 44 38 56 00 Fax : +33 (0)1 44 38 56 10

Standard single rooms at **200 €** per night per person, inclusive of breakfast.

Superior single rooms at **240 €** per night per person, inclusive of breakfast.

Hotel MERCURE SUFFREN TOUR EIFFEL

20, rue Jean Rey - 75015 Paris

Tél : +33 (0)1 45 78 50 00 Fax : +33 (0)1 45 78 91 42

Superior single rooms at **170 €** per night per person, inclusive of breakfast.

Hotel LUTETIA

45, boulevard Raspail - 75006 PARIS

Tél : +33 (0)1 49 54 46 46 Fax : +33 (0)1 49 54 46 00

Superior single rooms at **210 €** per night per person, inclusive of breakfast.

The Assemblée Nationale has selected the company S'CAPE EVENEMENTS to coordinate hotel reservations.

Telephone: +33 (0)153 66 17 19

Fax: +33 (0)1 53 66 17 18

E-mail: [PresidenceUE@scapevent.com](mailto:PresidenceUE@scapevent.com)

Please refer to the individual reservation form for more complete information concerning hotel reservation and cancellation conditions.

#### **4) Meeting enrolment and registration**

Please find enclosed a copy of the registration form which each delegation member will be required to complete. The forms for each delegation should be returned as soon as possible to:

S'CAPE EVENEMENTS      E-mail: [PresidenceUE@scapevent.com](mailto:PresidenceUE@scapevent.com)

For any matters concerning hotel reservations, please call : +33 (0)1 53 66 17 19.

On their arrival in Paris on Sunday 6 July, the participants will be welcomed in their hotels between 4 p.m. and 7.30 p.m.

Registration will take place directly at the Assemblée Nationale on Monday 7 July.

#### **5) Individual badges**

An identification badge will be issued to each participant. Participants will be required to wear their badges at all times, to ensure access to buses, conference rooms and receptions.

#### **6) Working sessions**

##### **6.1)      Location**

Assemblée Nationale  
Salle 6217  
126, rue de l'Université  
75007 Paris

##### **6.2)      Interpretation**

Simultaneous interpretation during the working sessions will be provided in French, English and German. The languages used for bilateral meetings at the receptions will be English and French.

Any delegations wishing to be accompanied by a personal interpreter are requested to indicate the interpretation language and number of interpreters involved upon enrolment. However, no interpretation booths will be available for personal interpreters.

##### **6.3)      Services**

A secretariat equipped with computers, telephones, fax machines and Internet line access will be installed close to the room in which the working sessions will be held.

A post office and doctor's surgery will be available in the National Assembly buildings.

## 7) Receptions

A welcome dinner (cruise on the Seine) will be hosted by the Chairpersons of the National Assembly and Senate EU Committees on Sunday 6 July. Departure from the hotels will be no later than 7.45 p.m.

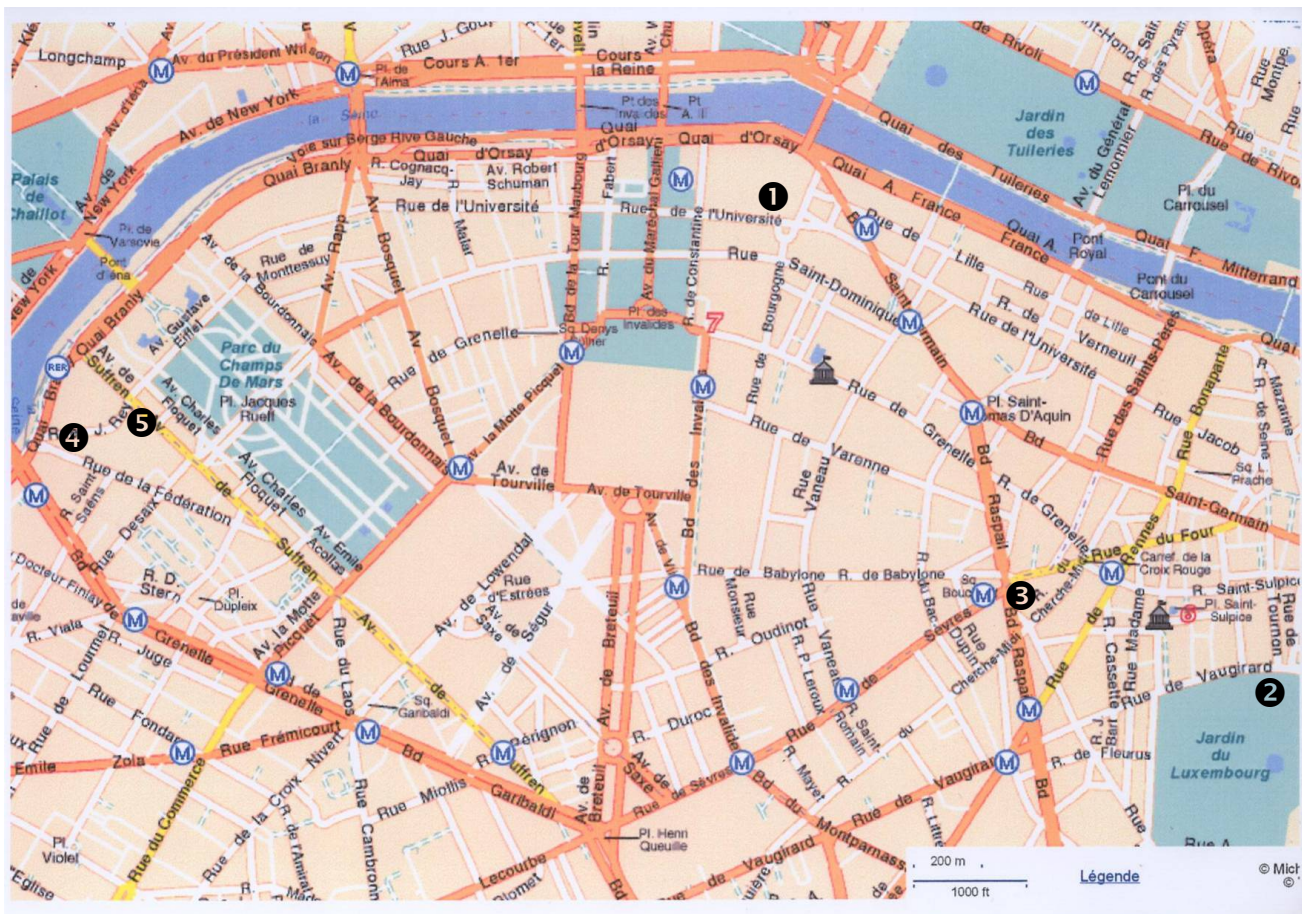
A working lunch will take place on Monday 7 July at the Hôtel de Lassay, the residence of the President of the National Assembly (entrance: 128, rue de l'Université, 75007 Paris). There will be no table plans.

Please indicate your intentions regarding attendance at the receptions on the individual registration form.

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To facilitate transmission of further information, each delegation is requested to appoint one of its members who will be responsible for circulating all such information to the other members of the delegation.

## Appendix: Street plan of the 6th, 7th and 15th arrondissements of Paris.



❶ Assemblée nationale

❷ Sénat

❸ Hôtel LUTETIA

❹ Hôtel MERCURE SUFFREN TOUR EIFFEL

❺ Hôtel HILTON TOUR EIFFEL