

Appendix F

Information Bulletin

1. Meeting Venue

Both meetings will be hosted by NAV Portugal and will be held from the 6th to 10th of June 2016 at Hotel Tivoli Oriente, located on the former Expo 98 Area.

Address: Av D Joao II Parque das Nações 1990-083 Lisboa, Portugal

2. Contact Person

SAT 21 Secretariat:

Mrs Cristina Ferro

Telephone number: +351 21 8553134

Fax number: +351 21 8553593

Email: Cristina ferro@nav.pt

3. Visa requirements

Some delegates may require visas for entry into Portugal. It is recommended that delegates confirm this requirement with their own travel agent well in advance before commencing the journey. Visas can be obtained from the Portuguese Embassy or Consulate in the respective country.

4. Currency – Exchange rate

As a member of the European Monetary System the currency used in Portugal is the Euro. 24-hour exchange agencies are located at the airport. Major credit cards are accepted in most hotels, shops and restaurants. Automatic dispensing machines linked to international networks are widely available.

5. Lodging/ Hotel reservation

Pre-booking accommodation was made at the Tivoli Oriente Hotel. Room types vary from singles available from 85 Euros and double at 95 Euros per room per night including breakfast at the Ardina Restaurant located in the Hotel. To benefit from the NAV Portugal rates, participants must mention the reservation number **359.660** when booking at Tivoli before **01.06.2015**. Participants are requested to make their own reservation and to inform the contact person mentioned above.

6. Other Hotel options

Hotel Tryp Lisboa Oriente:

<http://www.tryporiente.com/en-gb/hotel/rooms-5.aspx>

Hotel Olissippo Oriente:

http://www.hotelscombined.pt/Hotel/Hotel_Olissippo_Oriente_Lisbon.htm

Hotel Arts Hotel:

<http://www.viphotels.com/pt/Hoteis/VIP-Executive-Arts/Sobre-Hotel.aspx>

7. Local Transportation

The Hotel Tivoli Oriente is conveniently located 5 minutes from Lisboa International Airport and only 10 minutes from the city's downtown district. TAXI are available right outside the Arrival and Departure halls. Because it is a short journey the departure hall is strongly suggested. Between the airport and the Tivoli Hotel, fares are approximately 5 Euros during daytime and 7 Euros during night time. An Aeroshuttle is available outside the Arrival hall and provides the connection between Lisboa airport, several central city points and the Parque das Nações, every 30 minutes from 08:50 until 21:50. This service stops at the main city hotels including the Hotel Tivoli Orient. This service has a fixed price of 3.50 Euros, paid on board, and is a 24 hour valid ticket on the Aeroshuttle and on Carris Public Transports on the day of purchase.

The Gare do Oriente is one of the principal transportation hubs in the city located in Parque das Nações. It houses not only a railway station, but a metro station and bus terminals. For more information regarding transportation see:

http://europeforvisitors.com/europe/articles/lisbon_transport.htm

<http://www.golisbon.com/transport/>

<http://www.transpor.pt/>

8. Climate

In June, the average low temperature in Lisboa is 20°C and the average high is 23°C.

9. Health

Delegates are advised to confirm the medical requirements necessary to travel to/from Portugal with their own travel agents.

9. Electric Current

European type 220 Volts / 50 Hertz are used.

10. Tax service

In most cases, VAT in Portugal is 23%.