INFORMATION CIRCULAR

Only officially registered participants can access the conference.

CONFERENCE VENUE: Monday 14 April 2014

Morning: La Grande Arche – La Défense
Paris Sud
92055 Paris-La Défense Cedex

Afternoon: CNIT – La Défense
2 Place de la Défense,
92053 La Défense

Public Transport
Métrie: ligne 1 - station La Défense – Grande Arche

From La Grande Arche to CNIT: 240 m (3min walk)
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CONFERENCE VENUE: Tuesday 15 April and Wednesday 16 April

Centre Conférence Ministériel (CCM)
27 Rue de la Convention
75015 Paris

Public Transport
RER C: station Javel
Métro: ligne 10 - station Javel – André Citroën
Bus: lignes 42, 62, 88
WORKING LANGUAGES
French, English, Russian

PASSPORT
You must present your valid passport to the reception each day of the event.

REGISTRATION
The preliminary registration is compulsory. Anybody who has not registered in advance will not appear on the list and will be refused entrance.

Please note:
- A separate badge will be assigned to you each day of the Conference.
- For participants who arrive on Monday 14 April, please arrive before 3 pm if you wish to attend TRA and the Joint TRA-TRIPEP-ITF Strategic Seminar in the evening.
- On Tuesday, 15 April, it is important to arrive at CCM at 8:30 am for welcome and security check. Do not forget your passport.

EXHIBITIONS
You have the possibility of exhibiting a poster (size A0 only) and of presenting your publications. Please note there is limited space.

Please complete the attached form if you wish to exhibit.

In the case where there are too many requests, a selection among the potential posters will be made by THE PEP secretariat.

GENERAL INFORMATION

Local time
GMT + 1 heure

Airports
http://aeroportsdeparis.fr
The average price of a taxi from airports (Roissy-Charles de Gaulle or Orly) to Paris is 50€. It is necessary to count approximately 15% supplement between 7pm and 7am every day, including Sundays and holidays

Paris / Taxis
Taxis Bleus: + 33 (0)8 91 70 10 10  http://www.taxis-bleus.com/
Taxis G7: + 33 (0)1 47 39 47 39  http://www.taxisg7.fr/

Phone call
To call abroad from France: 00 + prefix of the concerned country
To call France from foreign countries: + 33 followed by 9 numbers of your correspondent without (0).
To call when you are in France: + 33 followed by 9 numbers of your correspondent take into account (0).
Questions concerning international calls: 118 700

Emergency service 24 hours a day
Medical urgency: 15 or 112 (European hot line)
Police: 17
Weather conditions in April
The temperature in Paris in April is generally around 6-8°C minimum and 16°C maximum.

Currency exchange and credit card
The official currency is the Euro. Currency exchange offices are situated in airports and train stations. American Express, Diners Club, MasterCard and Visa are accepted in most stores and restaurants.

Tips
Tips are included. However for hotels, restaurants and taxis, it is the customary to round off above the amount of the bill.

Electricity
The average power is 220 volts.

Touristique information
http://parisinfo.com

FORMALITIES TO ENTER ON THE FRENCH TERRITORY

Each member of your delegation must be in possession of a valid outbound ticket (air, rail) and a visa when one is necessary. Participants from the EU do not need a visa for France. Those from Canada and the US do not need a visa for visits of less than 90 days on French territory. Holders of a diplomatic passport are invited to contact the French Consular or other diplomatic representation in their country to obtain the relevant information regarding their entrance on French territory.

The rules of obtaining a visa can be subject to change. All participants are invited to contact the French consular authorities at their place of residence before their departure to ensure they hold all the necessary documents.