



Delegates Handbook

GE.1 Meeting

Rotterdam 14-15 November 2018

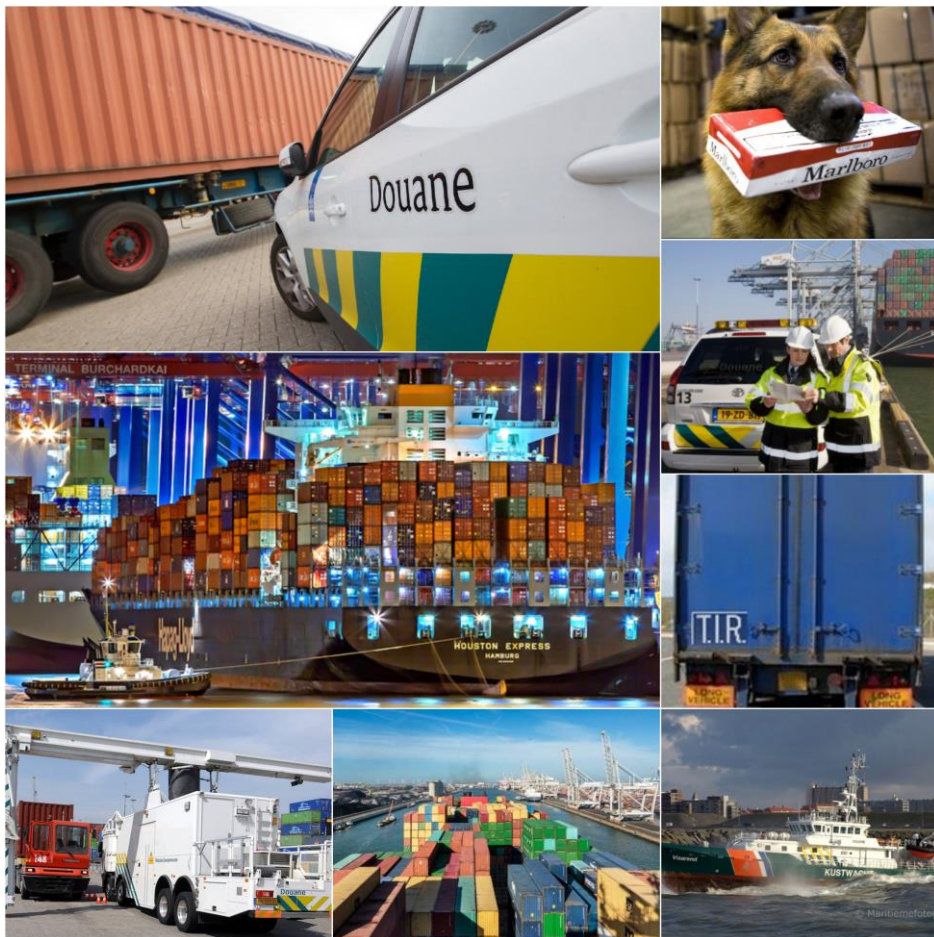


Table of content

1 QUESTIONS	3
2 PROGRAM 14-15 NOVEMBER 2018.....	4
3 MEETING VENUE	4
4 GENERAL INFORMATION ABOUT THE VENUE	4
5 REGISTRATION.....	5
6 ID BADGES	5
7 TRANSLATION SERVICES.....	5
8 ACCOMMODATION	5
9 ARRIVAL AND DEPARTURE	8
9.1 Transport from Schiphol to Rotterdam.....	8
9.2 Transport within Rotterdam	8

1 Questions

If you have any questions, please let us know!

Hans Greven +31618602367

Caroline Zuidgeest +31612527271

2 Program 14-15 November 2018

This information will be added at a later stage

3 Meeting venue

The meeting will be held in Rotterdam at the Headquarters of The Netherlands Customs starting Wednesday 14 November at 10:00.

Address:

Belastingdienst/Douane

Laan op Zuid 45

ROTTERDAM

Please see the map in chapter 8 below.



4 General Information about the venue

The meetings in the Netherlands will take place at one central venue in Rotterdam, the building of the Customs Headquarters. This venue, at Laan op Zuid 45, Rotterdam, is situated in the centre of Rotterdam very close to the Erasmus Bridge (south side).

The meeting rooms are:

B2.07 on 14 November

B2.15 on 15 November

5 Registration

You are kindly requested to register on the UNECE website.

6 ID badges

In order to collect your badges at the desk set up in the entrance hall of the Wilhelmina building you are requested to arrive at **09:45 hours**.

After all the participants received their badge we can go upstairs to the meeting room as a group

Please note that badges only will be issued to people who can show a valid ID

7 Translation services

The meeting language will be in English. There will be no translation services during the meeting.

8 Accommodation

There are many hotels in Rotterdam. The hotels below are close to the meeting location. You are requested to book your hotel yourself.

Recommended hotels:

- **nhow Rotterdam**
Wilhelminakade 137
Rotterdam

Metro station: Wilhelminaplein
5 minutes walk to the Customs Headquarters
- **Hotel New York**
Koninginnenhoofd 1
Rotterdam

Metro station: Wilhelminaplein
12 minutes walk to the Customs Headquarters

- **Thon Hotel Rotterdam City Centre**

Willemsplein1
Rotterdam

Metro station: Leuehaven

16 minutes walk to the Customs Headquarters. Cross the Erasmus bridge

- **Mainport Design Hotel**

Leuehaven 77
Rotterdam

Metro station: Leuehaven

18 minutes walk to the Customs Headquarters. Cross the Erasmus bridge

- **SS Rotterdam** (former cruise (steam) ship of the Holland America Line and nowadays a hotel)

Derde Katendrechtsehoofd 25,
Rotterdam

Metro station: Rijnhaven

30 minutes walk to the Customs Headquarters.

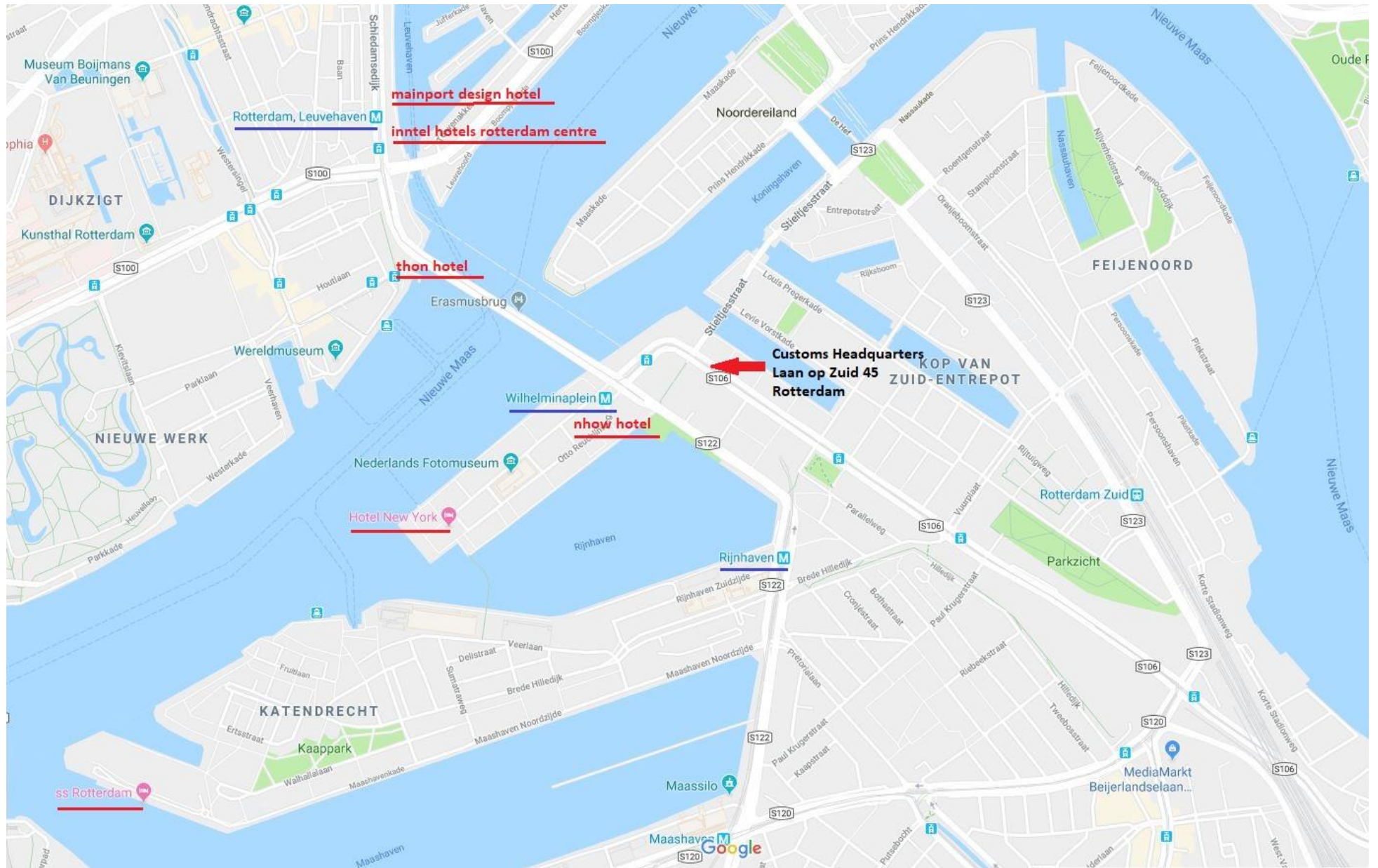
23 minutes walk to Metro station Rijnhaven. 2 minutes by metro to station Wilhelminaplein (Customs Headquarters)

- **Intel Hotels Rotterdam Centre**

Leuehaven 80
Rotterdam

Metro station: Leuehaven

18 minutes walk to the Customs Headquarters. Cross the Erasmus bridge



9 Arrival and departure

Rotterdam is only 45 km from Schiphol Amsterdam Airport. There are excellent public transport connections to and from the airport.

9.1 Transport from Schiphol to Rotterdam

Public Transport

Train: Schiphol railway station is beneath the airport, and is accessed via Schiphol Plaza. The average travelling time to Rotterdam Central Station is 50 minutes. It is also possible to take the Intercity direct, a supplement of € 2,40 is required but the travelling time is only 26 minutes. Trains depart for Rotterdam Central on a regular basis. For more information, go to: <http://www.ns.nl/en/travellers/home>

A single-use chipcard can be bought from the (yellow colored) machines at the station or at the service desk of the NS (the Dutch Railways). It is recommended to buy a single-use return ticket (costs around €13). You must check in upon entering the station and out upon leaving the station. You can also purchase an e-ticket online in advance and print out the ticket yourself. E-tickets are available at <https://www.ns.nl/producten/en/losse-kaartjes/p/e-ticket> . You are required to show the e-ticket and valid proof of identity when tickets are checked on the train.

9.2 Transport within Rotterdam

Public transport

Travelling within Rotterdam by public transport goes by train, tram, metro, bus and ferry. The most convenient option for visitors is a disposable one-hour card (€2.90) or day card (valid for one to seven days). These tickets can be bought on the tram or bus (cash only), and from the machines at the station and are valid across the whole network from the time of purchase, allowing you to take as many journeys as you choose within your chosen time-frame.

Please see the metro map below

