



INFORMATION NOTE / ADMINISTRATIVE ARRANGEMENTS

PLACE AND DATES

The Conference will take place on the 21st and 22nd of September 2017 at the Congress Centre of Lisbon (CCL), Praça das Indústrias, 1300-307 LISBON, Portugal

Tel: +351 21 89215007 or +351 213601400

website: <http://lisbonvenues.pt/en/>

WORKING LANGUAGES

Simultaneous interpretation will be provided in English, French, Portuguese and Russian.

REGISTRATION

All participants should register by 15 August 2017 using the online registration form available at the Ministerial Conference website:

http://www.unece.org/pau/ageing/ministerial_conference_2017.html#/

TRAVEL AND ACCOMMODATION

The travel and accommodation are at your own cost and you may make your own arrangements.¹ However, if you require the services of a travel agency, [Abreu Travel Agency](#) in Lisbon is prepared to help you with these arrangements.

Abreu Travel Agency

Av. 25 de Abril, nº 2 | 2799-556 Linda-a-Velha | Portugal

tel: +351 21 415 6120 - fax: +351 21 415 6383

Contact person: Hélder Carvalho (Mr.); email: helder.carvalho@abreu.pt

OTHER FACILITIES

A help desk providing delegates with assistance as well as travel information will also be set up at the Lisbon airport.

HOTEL ACCOMMODATION

Block bookings have been made and rates negotiated with some hotels.

Should you wish to stay at either of these hotels, the reservations must be made through Abreu Travel Agency to benefit from the negotiated rate. Note that the rooms will be available on a first come, first served basis for a limited period of time. After that time you may have to stay in other hotels at regular rates. This information is being updated.

¹ Unless otherwise noted in the invitation letter.

Hotels (updated on 19 June 2017)

HOTEL	LOCATED	CAT.	INDIVIDUAL ROOM RATE	DOUBLE ROOM RATE
Jerónimos 8	Belém	4 - star	210.00 €	220.00 €
Marriott Lisbon	Sete Rios	4 - star	200.00 €	210.00 €
Palácio do Governador	Belém	5 - star	280.00 €	290.00 €
Pestana Palace	Rua Jau	5 - star	185.00 €	200.00 €
Tivoli Oriente	Parque Nações	4 - star	185.00 €	195.00 €

Breakfast included

A 1 €/day touristic tax will be charged

NB: Please note this is a particularly busy period in Lisbon for travel and hotel accommodation. Therefore, we would advise you to finalise your arrangements as soon as possible.

TRANSPORTATION

A shuttle bus shall operate between the hotel/ meeting point and the Congress Centre, as well as for the social programme.

TRAVEL DOCUMENTS

Visas may be required for your entry into Portugal. For visa request please visit the Portuguese website from the Foreign Affairs Ministry available here: <http://www.secomunidades.pt/vistos/>

The Conference organizers will be more than happy to assist you with the visa process

TRAVEL INSURANCE

The Conference organizers cannot assume responsibility for any medical or hospitalization expenses in the event of death, accidents, sickness or similar contingencies. Therefore, participants are advised to obtain relevant medical or accident insurance prior to departure.

COMMUNICATIONS

Internet facilities will be available. Cell phones are on European style 1800 gsm band.

OTHER PRACTICAL INFORMATION

Important telephone numbers:

Emergency 112

Police: +356 2122 1111/4001/4007

Time zone: Central European Time (GMT+1).

Currency: Euro.

Country code: In order to make an international call to Portugal, the country code is +351.

Using money in Portugal

There are several banks, bureaux de change and automated foreign exchange machines where you can exchange your money. Visa, Mastercard, American Express and Diner's Club cards are accepted at every establishment that accepts payment by credit card. ATM (Multibanco) is located everywhere, so it is easy to withdraw money, search for this symbol:



Should you have any queries, please do not hesitate to contact us at:
mipaalisbon2017@gep.mtsss.pt

[mipaalisbon2017.pt](http://www.mipaalisbon2017.pt)

http://www.unece.org/pau/ageing/ministerial_conference_2017.html/

