

ORGANIZATIONAL INFORMATION

I. QUERIES AND CORRESPONDENCE

All correspondence regarding the Work Session should be addressed to :

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II. DATE AND PLACE

The ECE Work Session on Statistical Data Editing will be held on 14 - 17 October 1997 in Prague at the premises of the **DIGITAL Building, Na Pankráci 26, Prague 4** (close to the Prague Congress Centre, Metro line C, station VYŠEHRAD). The official language of the session will be English (without interpreting).

III. ACCOMMODATION

The Czech Statistical Office has made a reservation in the following hotel not far from the venue of the session, valid until **15 July 1997**:

Hotel **BARCELÓ**

Address: Na Strži 32
Prague 4
Phone: (+420 2) 692 2850 - 54
Fax: (+420 2) 692 2857
Current prices:
Single room: CZK 3.760,-/night
Double room: CZK 4.500,-
Close to: cca 300 m from Metro line C, Station BUDĚJOVICKÁ.

The prices include breakfast and VAT. If you wish to be accommodated in this hotel, we request you kindly to fill in the Registration Form respectively. Do not make your own reservation.

Further hotel tips in the vicinity of the venue, where you can make your **own** reservation (without the involvement of the CSO):

Hotel PANORAMA

Address: Milevská 7
Prague 4
Phone: (+420 2) 6116 8541, 6116 6061
Fax: (+420 2) 6116 6361
Current prices:
Single room: CZK 4.670,-
Double room: CZK 5.300,-
Close to: Metro line C, station PANKRÁČ

Hotel VYŠEHRAD

Address: Marie Cibulkové 29
Prague 4
Phone: (+420 2) 436002
Fax: (+420 2) 6122 5585
Current prices:
Single room: CZK 3.500,-
Double room: CZK 4.200,-
Close to the venue of the session, Metro line C, station VYŠEHRAD.

Garni Hotel MIRA

Address: Vlastislavova 7
Prague 4
Phone: (+420 2) 692 5668
Fax: (+420 2) 6121 6803
Current prices:
Single room: CZK 1.700,-
Double room: CZK 2.300,-
Rooms equipped with bath/shower, WC, TV.
How to get there: Metro line C, station I. P. PAVLOVA, then with tram No. 11 direction SPOŘILOV, tram stop NÁMĚSTÍ BRATRŮ SYNKŮ.

Hotel LEGIE

Address: Sokolská 33
Prague 2
Phone: (+420 2) 291118
Fax: (+420 2) 2491 4441
Current prices:
Single room: CZK 1.360,-
Double room: CZK 1.800,-
Require rooms equipped with bath and toilet, not all rooms have these amenities.
Close to: Metro line C, station I. P. PAVLOVA.

City centre - near the Wenceslas Square:

Hotel **ESPLANADE**

Address: Washingtonova 19
Prague 1
Phone: (+420 2) 2421 3696, 2421 1715
Fax: (+420 2) 2422 9306
Current prices:
Single room: CZK 5.250,-
Double room: CZK 6.890,-
Close to: Metro line C and A, station MUZEUM.

All above mentioned prices include breakfast and VAT.

Current rates of exchange of the Czech crown (subject to changes):

1 USD = 30,824 CZK

1 DEM = 18,220 CZK.

IV. HOW TO GET TO THE CITY CENTRE AND THE HOTELS

There are 4 ways of transport from the Ruzyně airport to the city centre:

a) Public Transport

At the airport you can take bus No. 119 to VITĚZNÉ NÁMĚSTÍ. Here you can enter Metro line A (station DEJVICKÁ) and continue to the station MUZEUM. There you change to Metro line C. The changeable tariff covering the whole route (conditions and details follow), costs CZK 10,-. Tickets can be bought at the newsstand at the airport. The changeable tariff is valid for Metro, trams and buses 60 minutes from marking the ticket. On working days 8,00 p.m. to 5,00 a.m., on Saturdays and Sundays it is valid 90 minutes from the marking.

The time validity commences at the moment of stamping the ticket and expires when appropriate time has elapsed. In case the journey is interrupted, this interval is also included in the period of validity. If the period of validity elapses during the journey, the passenger is obliged to mark another ticket. The passenger marks his ticket in the stamping machine immediately after he gets on the vehicle, or after entering the Metro station for the first time (he does not stamp the ticket when changing).

You can also buy short term season tickets (not sold at the airport).

Changeable for 24 hours CZK 50,-

Dtto 3 days CZK 130,-

Dtto 7 days CZK 190,-.

Short term tickets with the period of validity 24 hours, 3 and 7 days are marked as tickets for a single journey in the stamping machine. The ticket for 24 hours is valid from the time of stamping, the tickets for 3 and 7 days from the date of stamping including the day they have been stamped.

Plan of Prague public transport, list of Metro and tram routes and list of ticket sale points in the Metro are enclosed.

b) CEDAZ Minibuses

A minibus departs twice an hour from 5,30 a.m. to 9,30 p.m. from Ruzyně airport to city centre, terminal NÁMĚSTÍ REPUBLIKY.

Price: CZK 90,-/person.

c) WELCOME Minibuses

A minibus departs twice an hour from the airport to city centre, terminal (street) V CELNICI - near the Renaissance Hotel - between 8,30 a.m. - 7 p.m.

Price: CZK 85,-/person. In both cases, the tickets are available by the driver.

Both terminals (NÁMĚSTÍ REPUBLIKY and V CELNICI) are located close to Metro line B, Station NÁMĚSTÍ REPUBLIKY. From here you can go to the station FLORENC and change to Metro line C or to the station MŮSTEK and change to Metro line A.

d) Taxis - parking in front of the airport; their prices are **negotiable** - we recommend to be careful when using.

V. COSTS

Participants are responsible for their own travel, hotel, meals and miscellaneous expenses. Hotel rooms are to be reserved **as soon as possible**, because October is still part of the peak touristic season.

VI. REGISTRATION

Registration Forms as attached to the present note should be completed by each participant; one copy should be sent to the ECE Secretariat and one copy to the Czech Statistical Office (addresses stated on the forms) **by 15 July 1997**.

VII. REMARK

INTERNET address of the plan of Prague:

<http://cech.cesnet.cz/cgi-bin/Praha>

REGISTRATION FORM

for the Work Session on Statistical Data Editing
Prague, Czech Republic, 14-17 October 1997
This form should be completed in duplicate by
each participant and returned by 15. July 1997 at the latest

One copy to:
Mrs. Jana Meliskova
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Economic Commission for Europe
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Switzerland
Tel.: +41-22 917 41 50
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One copy to:
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Czech Republic
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Fax: (+420-2)822490
e-mail: hubalek@gw.czso.cz

Kindly complete this form in type or in block letters.

1. Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/>	2. Surname (family name)	3. First name
4. Representing organization		
5. Country	6. Profession	
7. Post held		
8. Professional address		
9. Telephone number	10. Fax number	11. e-mail address
12. Please indicate if you want the Czech Statistical Office to make a reservation for you in the hotel BARCELÓ: <input type="checkbox"/> Yes, I want the CZSO to book for me: <input type="checkbox"/> single room <input type="checkbox"/> double room to be shared with: <input type="checkbox"/> No, I shall make my own hotel arrangements		
13. Date of arrival to Prague	14. Mode of transport	
15. Flight No.	16. Time of arrival	
17. Date of departure from Prague	18. Mode of transport	

Date _____

Signature _____