GENERAL INFORMATION FOR MEETING PARTICIPANTS

The Meeting will be held from Wednesday 14. December to Friday 16. December 2016 at the Quality Hotel Grand, Kristianstad, Sweden. The hotel is centrally situated opposite the Church of the Holy Trinity. The hotel is situated just 150 metres from Kristianstad Central Station and is within walking distance of shops, galleries and restaurants.

The meeting will be opened at **08:00 on Wednesday 14. December and is scheduled to finish at 13:00, after lunch on 16. December 2016.**

The meeting room will be located on the ground floor; the registration desk will be set up at the meeting venue in the evening on the arrival day, Tuesday 13. December (details will be provided later).

Funded delegates will receive further detailed information with regard to their arrangements.
CONTACT DETAILS – ORGANISATION TEAM

In case of any questions or if you require any assistance, please contact the meeting organisers.

Swedish Environmental Protection Agency

Lotta Lagerberg
Tel.: +46 869 815 44
Mobile: +46 73-354 97 67
E-mail: lotta.lagerberg@naturvardsverket.se

UNEP/AEWA Secretariat

Jolanta Kremer (Bonn)
Tel.: +49 228 815 2455
Fax: +49 228 815 2450
E-mail: jolanta.kremer@unep-aewa.org

Nina Mikander (Kristianstad)
Tel.: +49 228 815 2452
Mobile: +49 (0) 151 656 112 40
E-mail: nina.mikander@unep-aewa.org

CONFERENCE VENUE AND HOTEL

Quality Hotel Grand
V. Storgatan 15
29121 Kristianstad
Sweden
Tel.: +46 44 28 48 00
Fax: +46 44 28 48 10
E-mail: q.grand.kristianstad@choice.se
www.nordichoicehotels.com/quality/quality-hotel-grand-kristianstad

PRE-REGISTRATION AND HOTEL RESERVATION

Please pre-register under the following link - the pre-registration deadline is **21 October 2016**:
www.delegia.com/aewaegmp2016

Please note that pre-registrations are binding and that cancellation fees apply (see cancellation policy below).

Via the same pre-registration form, you will also have the opportunity to make a binding hotel room reservation at the Quality Grand Hotel (which will also serve as the meeting venue) in a second step. Rooms have been blocked (for arrival 13 December and departure 16 December) at the Quality Grand Hotel at the rate of 851 SEK / ca. 88 EUR, per night/person, including breakfast.

**Funded Delegates:** ALL funded delegates will be accommodated at the Quality Grand Hotel and should therefore tick the box for “funded delegate” as well as “eligible for funding, no payment” in the pre-registration form.

**Non-funded delegates** are free to make use of the reserved rooms at the Quality Grand Hotel via the pre-registration form or to make alternative accommodation arrangements. Please note that the hotel requires pre-payment of reserved rooms – either by credit card or via invoice – when making the booking via the link above.

**Cancellation policy:**
Should you wish to cancel your reservation, notification of the cancellation must be sent in writing via email to Meetagain (naturvardsverket@meetagain.se).
Anyone who cancels after **12 November 2016** will be charged a fee of 500 SEK / ca. 52 EUR by the Swedish Environmental Protection Agency;

Hotel cancellations will be accepted until **12 November 2016**, up to which the total amount will be refunded;

For any hotel cancellations after the **12 November**, the full amount due will be charged;

Should you be unable to attend, you may be substituted by a colleague. Name changes must be made in writing and sent via email to Meetagain (naturvardsverket@meetagain.se).

**TRAVEL AND TRANSPORT TO AND FROM THE AIRPORT**

Kristianstad has a small airport, but most international travel will be to **Copenhagen**, Denmark (https://www.cph.dk/en/).

There is a regular direct train service **Oresundtrains** from Copenhagen airport to Kristianstad; the journey takes 1 hour 46 minutes. Tickets MUST be bought at the airport – they cannot be bought on the train. Tickets can be obtained at the numerous dark red ticket machines; payment is with credit card. A single ticket costs from 206 SEK / ca. 21.40 EUR. There is also a ticket office above the railway station in Terminal 3.

A part of the train schedule (Copenhagen airport – Kristianstad) for the afternoon of 13 December:

```
14:46 - 16:32
Travel time: 1:46
from 206 :-
Transfers: 0
15:46 - 17:32
Travel time: 1:46
from 206 :-
Transfers: 0
16:46 - 18:32
Travel time: 1:46
from 206 :-
Transfers: 0
17:46 - 19:32
Travel time: 1:46
from 206 :-
Transfers: 0
18:46 - 20:32
Travel time: 1:46
from 206 :-
Transfers: 0
```

Please be aware that the Swedish authorities check all passengers travelling from Copenhagen airport to Sweden by train.

**MEALS**

Lunches will be provided on 14, 15 and 16 December. Dinner on 15 December will be provided by the host. Refreshments will also be provided in the mornings and afternoons of the two meeting days.

Various restaurants are located in the vicinity of the hotel for dinner on 13 and 14 December.
VISAS

All registered participants requiring visas will be provided with personal invitation letters as well as verbal notes to support their visa applications. Please contact the relevant Swedish Consulate to apply for a Schengen visa, which will also allow for entry to Denmark.

The visa costs of funded delegates will be reimbursed against receipts during the meeting.

Participants experiencing any difficulties with immigration or customs upon arrival in Sweden should contact the meeting organisers (see contact information above).

FIELD TRIP

On Friday 16 December the host is kindly offering a field trip to the wetland of Vattenrike Bioshpere Reserve [http://www.vattenriket.kristianstad.se/eng/index.php](http://www.vattenriket.kristianstad.se/eng/index.php). Details of arrangements for the field trip will be provided during the meeting.

Please be sure to bring sturdy walking shoes and a rainproof jacket.

CURRENCY

The currency in Sweden is Swedish krona (SEK). 1 SEK = 0.12 USD and 0.10 EUR.

INTERNET

Internet will be available (free of charge) for the duration of the meeting, throughout the hotel. The access code is available at the reception.

WEATHER

Temperatures in Kristianstad in December can vary between -3°C and +5°C. There is a good chance of rain or snow, depending on the temperature.

ELECTRICITY AND WATER

Electrical sockets (outlets) in Sweden are one of the two European standard electrical socket types. They usually supply electricity at between 220 and 240 volts AC.

Tap water in Sweden is of high quality and safe to drink.
EMERGENCY TELEPHONE NUMBERS

The emergency number for all services (police, ambulance, fire brigade) is 112.