

IMPORTANT PRE INFORMATION FOR EEA-ESEM 2006

Registration

The registration area is located in the lobby of the *Main University of Vienna*. The MONDIAL CONGRESS team will be pleased to help you with all inquiries regarding registration, congress material, and the congress programme. Please do not hesitate to contact the team members if there is anything they can do to make your stay more enjoyable. A general support counter where participants are advised on all congress-related issues can also be found at the venue *Juridicum*.

Opening hours during the congress:

Thursday, 24 August	12:00-17:30
Friday, 25 August	08:00-19:00
Saturday, 26 August	08:00-19:00
Sunday, 27 August	08:00-19:00
Monday, 28 August	08:00-19:00

Pre-Registration

For participants who registered in advance. Please have your confirmation letters, membership cards, and passports at hand in case they are required.

Congress Bags

Participants will receive their congress documentation including a voucher for a congress bag upon registration on-site.

On-site Registration

Before approaching the on-site registration counter, please fill in a registration form, provided on the desks nearby.

Fee	EUR	
EEA and ES members *	410,00	* Please present your membership cards
Student members **	220,00	** Student status must be confirmed in writing by head of respective department.
Accompanying persons	160,00	

For participants registering and paying their registration fees on-site. Please note that for participants requesting on-site or one-day registration, congress bags are subject to availability.

Social Programme/Accommodation

At this counter you may secure one of the remaining tickets for the official congress evening on August 26th. In addition, sight seeing tours may be booked there. Discover Vienna, its history, culture, tradition, arts, gastronomy, and get a general feeling of the Viennese style. Staff at this help desk will also support participants who have booked their accommodation in advance via MONDIAL CONGRESS regarding all housing issues. At this counter you will also be able to book rooms if you have not reserved one in advance.

Messages

Participants can leave or receive personal messages at this desk.

Credit Cards

Kindly consider that only VISA, MASTERCARD and DINERS CLUB are accepted at the EEA-ESEM 2006 Congress. In case of the loss of your credit card, please call:

VISA	+43 (1) 71111-0
Mastercard/Eurocard	+43 (1) 71701
Diners Club	+43 (1) 50135-0
AMEX	0800 900 960

Designated Areas

a. Lunch Area

All registered participants have free access to the main catering area – the “Arkadenhof” at the Main University of Vienna, next to the commercial exhibition. Lunch will be served daily from Friday, 25th August to Monday, 28th August between 13:30 and 14:30.

b. Coffee Breaks

Coffee and tea will be served in the “Arkadenhof” at the Main University of Vienna from Friday, 25th August to Monday, 28th August between 11:00 and 11:30. In the afternoon, coffee breaks will be held between 16:30 and 17:00 in the “Arkadenhof” at the Main University of Vienna as well as on the ground and first floor of the venue *Juridicum*.

Preview Room

The Preview Room is located at the Main University Building. The preview room will be open during the above mentioned registration hours. Speakers may check their presentations and make last minute changes there.

Participant Identification - Badges

All participants of the congress are kindly requested to wear their personal badge at all congress events. The access to the scientific sessions, lunch and coffee breaks, and social events is restricted to those who have registered. The accompanying person badge gives access to the social events only. If a personal badge is lost, a substitute badge can be bought for € 50. This amount will be reimbursed, in case the lost badge turns up and is produced at the registration.

Exhibition

The exhibition is located in the lobby of the Main University Building. You will find a detailed map of the stands in your congress bag. The opening hours during the congress are:

Thursday, 24 August	15:00-19:00
Friday, 25 August	09:00-19:00
Saturday, 26 August	09:00-19:00
Sunday, 27 August	09:00-19:00
Monday, 28 August	09:00-17:00

Personal Insurance

The organizers do not accept responsibility for any personal losses, accidents or damage. Participants are strongly recommended to arrange their own personal insurance.

General Information on Vienna

Vienna, a city with about 1.6 million inhabitants, is situated at the heart of Europe. Owing to its geographic and geopolitical location, Vienna has become a centre of international events. It is a popular conference venue. Vienna hosts one of the United Nations headquarters, and is home to a number of other international organisations. Vienna's ever-changing history has left an indelible mark on the city, a mark also manifested in a rich cultural heritage. The city's ultimate fascination stems from combining imperial grandeur with cosmopolitan spirit, a composition that emerged after the break-up of the Austro-Hungarian Monarchy. Viennese writers, composers, musicians, artists and scientists have influenced many aspects of our modern world. Vienna has taken part in all major political developments of the 20th century. It was the capital of a huge empire and has thus been shaped by history for centuries. This is why Vienna will always arouse a feeling of nostalgia for times past. Today, Vienna offers old historical palaces and modern shopping centres, traditional hotels, Austrian food and haute cuisine, typical Viennese coffee houses and restaurants, outstanding opera performances, classical concerts and open-air festivals, antique shops and elegant boutiques – all brought together in unique Viennese harmony.

Currency

The Euro (€) is the official Austrian currency. (€ 1 = 1.26408 USD as per June 21st 2006)

Shops, Opening Hours

Shopping hours are Monday to Friday from 9:00 to 18:00 and Saturday from 09:00 to 17:00. Apart from some tobacconists and small supermarkets at petrol stations and at the main railway stations, shops are closed on Sundays. Luxury shops with an elegant clientele can be found in the pedestrian zones of Graben and Kärntnerstraße (underground U1, U3/Stephansplatz). Street entertainers and outdoor cafés contribute to the special atmosphere of this area. Another well-known shopping area is Mariahilferstraße (underground U3/Neubaugasse). Visitors from non-EU countries should ask for a VAT refund when they make a purchase.

Bank and Exchange

Most Austrian banks will change traveller cheques as well as cash. In general, banking hours are Monday to Friday from 8:00–12:30 and from 13:30–15:00. Cash dispensers are available at almost every bank and operate 24 hours daily. National and foreign Maestro Cards (cash cards) as well as VISA, MASTERCARD, DINERS CLUB and AMEX are accepted. Numerous hotels, restaurants, shops and petrol stations also accept credit cards. Money can be changed at the airport, at banks, exchange bureaus and larger hotels. Please ask about charges before changing money – these may vary considerably.

Useful Telephone Numbers

Ambulance 144

Police 133

Fire brigade 122

International phone numbers 11 86 96 (information in English)

National phone numbers 11 86 99 (information in English)