1. VENUE AND ACCOMODATION

The Roundtable Meeting will be held in Orfeum Room of the Radisson Blu Béke Hotel, Budapest, from 3 to 7 April 2017. The badges and documentation for the participants can be collected from the registration desk on Monday, 3 April from 08.30 – 09.00 am at the venue. The normal working hours of the meeting will be 09.00 to 17.00, unless specified otherwise by the Secretariat.

ADDRESS:
Radisson Blu Béke Hotel, Budapest****
H-1067 Budapest, Teréz krt. 43.
Tel: +36 1 889 3900
Website: www.radissonblu.com/hotel-budapest

CHECK-IN/CHECK-OUT TIME:
Check-in time: after 12.00
Check-out time until 12.00. There is a possibility for late check-out as late as 6 p.m. (subject to availability) instead of the normal check-out time at no extra cost.
2. WORKING LANGUAGES
The Working languages are English and Russian. Simultaneous interpretation will be provided.

3. VISA
Foreigners seeking entry into Hungary must have a valid passport which does not expire for at least another 6 months.
Participants are advised to contact the Hungarian Embassy or Consulate-General at their duty station for the most up-to-date information on visa requirements. For more information, please refer to the following website: http://www.mfa.gov.hu/kulkepviselet/UK/en/en_Konzuliinfo/visa_information.htm
If you require the assistance of an invitation letter for the visa please contact linda.haas@fao.org as soon as possible.

4. TRANSPORTATION BETWEEN THE LISZT FERENC INTERNATIONAL AIRPORT AND THE HOTEL
The Liszt Ferenc International Airport (previously called “Budapest Ferihegy International Airport”) is located 16 kilometres east-southeast of the centre of Budapest, accessible by the Úllői road.
Depending on the traffic it takes approximately 30-45 minutes to reach the hotel from the airport. Participants are expected to arrange their own transport between the airport and the hotel. The airport is serviced by the Airport Minibus Service and Public Taxis.

Airport Minibus Service (AirportShuttle-Minibusz): The service takes passengers directly to the hotel but takes several passengers at a time, so may take longer than a taxi as other passengers may get dropped off before you. However passengers traveling with you will all be going to the same district. You can buy your tickets at the numerous Airport Minibus Service booths around the airport including in the baggage claim hall and just outside security doors in the Arrival Hall. A single ticket costs 4000 Forint (13 Euro or 15 USD) and a return ticket is 8000 Forint (Euro 26 or USD 30). You can check the company’s website for more details: https://www.minibud.hu/en

Public Transportation:
Bus No. 200E commutes between Terminal 2 and the Kőbánya-Kispest metro terminal (metro line M3), via the Ferihegy train station (trains to the Nyugati railway station in Budapest). From the Kőbánya-Kispest metro terminal, passengers can take the M3 metro towards Újpest Központ to reach the city centre (Approx. journey time: 1 hour)

Public Taxi:
Public Taxis are available just outside of airport arrivals terminals. Cost is approximately 25 to 30 EUR (28 to 34 USD) (7840 to 9400 Forint) per trip, depending on traffic.

Error! Hyperlink reference not valid.

5. CURRENCY AND FOREIGN EXCHANGE SERVICES
The Hungarian currency is Hungarian forint (HUF). Current exchange rate is approximately Euro 1.00 = USD 1.12 = Ft 312.
All major credit cards are readily accepted in Hungary. Exchange facilities are available at the Airport, at the banks and at the exchange counters in many locations in Budapest.
Please note that the Exchange facilities and ATM/Bankomat at the Airport’s Arrivals Hall often don't have the best exchange rates and can have higher charges, please be careful of how much you are being charged and what exchange rate is being applied.

6. CLIMATE
In springtime, the weather can be rainy and sometimes even chilly. During this time the average high temperature fluctuates between 16-18 °C. On the other hand, spring features typical pleasant climate like other cities of Europe.

7. ELECTRICITY
Electricity in Hungary is the European standard 220 Volt with the two round prongs and generally recessed sockets.

8. LOGISTICAL SUPPORT
If you require any support in regards to your travel, accommodation please do not hesitate to contact Ms Linda Haas at linda.haas@fao.org; phone: +36 1 814 12 64

9. OTHER CONTACTS
Mr Giorgi Kvinikadze
Regional Statistician
Giorgi.Kvinikadze@fao.org
Phone: +36 1 8141029