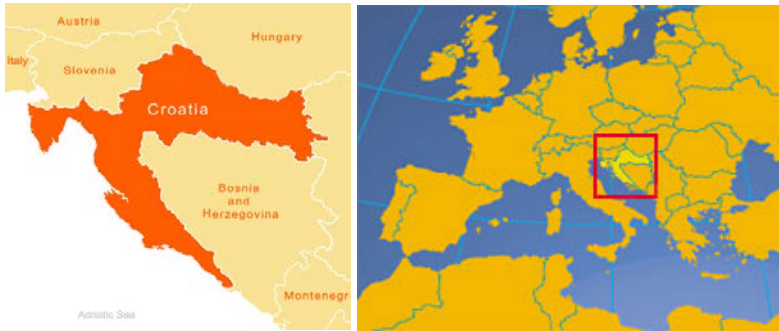


IPCC 42nd Plenary Session
5-9 October 2015
Dubrovnik – Croatia
Information for participants

The Republic of Croatia



Welcome to Croatia! Croatia is a land whose rich cultural heritage is not discovered only from within the walls of numerous museums, galleries and churches, many of which today are noted on the UNESCO World Heritage List, but also through even the shortest stroll. For, whether walking the intricate grid of Dubrovnik's narrow white stone streets and alleys, or revelling in the teeming life of the port towns of Istria, Kvarner or Dalmatia, or climbing the green serpentine of Central Croatia to the fairy-like fortresses and castles, each step becomes a journey through thousands of years of turbulent and exciting history. On Croatian territory, as many as four cultural circles meet, intertwine and complement one another – West, East, Central European and the southern spirit of the Mediterranean.

Dubrovnik:



Host city Dubrovnik is on the UNESCO World Heritage List, and is regarded as one of the most beautiful cities in the Mediterranean. Surrounded by ramparts and fortresses, it is a treasure of architectural and cultural masterpieces, well preserved over the centuries. The 'Pearl of the Adriatic', on the Dalmatian coast, was an important Mediterranean sea power from the 13th century onwards. Dubrovnik is a well-preserved example of a late-

medieval walled city, with a regular street layout. Among the outstanding medieval, Renaissance and Baroque monuments within the magnificent fortifications and the monumental gates to the city are the Town Hall (now the Rector's Palace), dating from the 11th century; the Franciscan Monastery (completed in the 14th century, but now largely Baroque in appearance) with its imposing church; the extensive Dominican Monastery; the cathedral; the customs house (Sponza), the eclectic appearance of which reveals the fact that it is the work of several hands over many years; and a number of other Baroque churches, such as that of St Blaise (patron saint of the city).

Meeting venue

The Valamar Lacroma Dubrovnik Hotel is the largest conference centre in Dubrovnik, with a multi-purpose conference hall holding up to 1,000 participants and seven additional meeting rooms.

HOTEL VALAMAR LACROMA 4*
<http://www.valamar.com/en/meetings>
 Address: Iva Dulčića 34, 20000
 Dubrovnik



Accommodation

Important: All participants should use the link below to book their accommodation, airport transfers and business lunches, as these arrangements will be made directly by Penta Professional Congress Organizer, the technical organizer for the IPCC 42nd Plenary Session.

Link to book hotels: <http://penta-pco.com/IPCC2015>

Pre-booked hotels for the conference, with specially contracted rates:

Hotel	Rate in Euros	
Valamar Lacroma Dubrovnik 4* room type: run of the house	Double.single use	126
	Double/Twin	137
Valamar Dubrovnik President 5* room type: balcony, sea view	Double.single use	142
	Double/Twin	158
Valamar Argosy 4* room type: run of the house	Double.single use	116
	Double/Twin	126
Valamar Tirena 3*	Single	79
	Double	89.25

*Tourist tax of 1 Euro daily, per person, is included. Prices are per room, per night, with breakfast, accommodation tax and VAT included.

Hotel Valamar Lacroma 4* (the conference venue)

Address: Iva Dulčića 34, 20000 Dubrovnik



Hotel Valamar Argosy 4*

Address: Iva Dulčića 140, 20000 (a 2-minute walk from the conference venue)



Hotel Valamar Dubrovnik President 5*

Address: Iva Dulčića 142, 20000 (a 4-5 minute walk from the conference venue)



Hotel Valamar Tirena 3*
(1 minute from Lacroma hotel)



Terms and Conditions of Accommodation Cancellation:

- Till August 15th, cancellation is possible with full refund. Organizer will charge EUR 10 for administrative expenses.
- Till September 1st, cancellation is possible with 50% refund. Organizer will charge EUR 10 for administrative expenses.
- After September 1st, refund is not possible.

Focal point to contact in case of a problem:

Mrs Silva Ušić, Senior project manager
Penta Professional Congress Organizer
Izidora Krsnjavoga 25, 10000 Zagreb, Croatia
Telephone: +385 1 4628 602
Mobile: +385 91 2015 935
Email: silva.usic@penta-zagreb.hr

Visa and travel to Croatia

Travel to Croatia requires a passport or other internationally recognized identification document. Tourist stay in Croatia is limited to three months. Additional information is available at the embassies, missions and consular officers of the Republic of Croatia abroad, or from the Croatian Ministry of Foreign Affairs.

A list of diplomatic missions and consular offices of Croatia is available at:

<http://www.mvep.hr/en/diplomatic-directory/diplomatic-missions-and-consular-offices-of-croatia/>

To contact the Croatian Ministry of Foreign Affairs:

Phone: +385 (0)1 4569 964
E-mail: stranci@mvep.hr
URL: www.mvep.hr

Focal point to contact in case of a problem:

Mr Krešo Pandžić
Meteorological and Hydrological Service
Grič 3, HR – 10000 Zagreb
Croatia
E-mail: pandzic@cirus.hdz.hr
Tel: +385 1 45 65 684
Mob: +385 91 45 64 684
Email: pandzic@cirus.dhz.hr

Note: If you need a visa, please complete your hotel reservation and airline booking first as these information are required to apply for a visa.

Transportation

Important – transportation between airport and hotel: Please note that direct transport between the airport and the Session hotels will be offered to all participants who book accommodations through the technical organizer, Penta Professional Congress Organizer, via the link: <http://penta-pco.com/IPCC2015>.

Arriving by air: The Dubrovnik airport (www.airport-dubrovnik.hr) lies 20 kilometres southeast of the city centre.

Public Transport (bus) – Buses operate after every flight, traveling from the airport to the Dubrovnik city centre (bus stop 'Pile'). One-way fare is 35 HRK (approx. 4.5 Euros). From there, you can take a local bus No. 6 (direction Babin Kuk) to the hotels; bus fare is 15 HRK (approx. 2 Euros).

Departures on Croatia Airlines and Austrian Airlines include bus transport from the Dubrovnik Bus Station, 1.5 hours before the flights. For all other regular flights, a bus from the bus terminal at Gruž harbour leaves 2 hours before the flight.

More information on local buses is available at: <http://www.libertasdubrovnik.com>.

Taxi: Taxis are available at the airport exit. Reservations are possible by calling: on +385 (0)20 970 or + 385 (0) 800 0970. A one-way ride costs around 250-300 HRK (approx. 35-40 Euros). The rate from Pile station to the hotels is approximately 10 Euros.

Within Dubrovnik, radio taxi service is available by calling: (020) 970.

Car Rentals: There are a number of car rental offices in the Dubrovnik airport that offer a variety of vehicle types.

Other Practical Information

Currency & Banking: Croatia's unit of currency is the Kuna (HRK), which is divided into 100 lipa. The Kuna is approximately 1 Euro = 7.6 HRK. Coins come in denominations of 1, 2, 5, 10, 20 and 50 lipa, and 1, 2, and 5 Kuna. There are notes of 10, 20, 50, 100, 200, 500 and 1000 Kuna. In some places you can pay in Euros or U.S. dollars; be sure to establish the method of payment in advance if you wish to pay in any other currency than Kuna. Banks (in Croatian: 'banka') are generally open Monday to Friday 7.30 a.m. – 7.00 p.m., and Saturday 7.30 – 11.30 a.m. . Money can also be changed in post offices, travel agencies and exchange offices (Croatian: 'mjenjačnica'), which have more flexible hours. Exchange offices can be found at airports and in most city-centre banks, tourist information centres and travel outlets.

Credit cards: Most hotels, restaurants and shops in Croatia accept major credit cards such as Visa, Master Card, American Express, Diners Club and JCB; almost all ATMs accept major credit cards. Many banks have ATMs in front of their buildings.

Climate:

Dubrovnik is still fairly warm during October, but it can be cool and rainy at times. Don't forget to pack a light sweater and an umbrella.

October's average daily temperature is about 18°C (65°F) over the course of the month. Before leaving, check the website of the Croatian Meteorological and Hydrological Service for more accurate forecasts: http://www.dhmz.htnet.hr/index_en.php

Time zone: GMT + 1 in the winter, GMT + 2 in the summer.

Water: Tap water is potable throughout the Republic of Croatia: there is no need to buy bottled water, especially as we want to keep our meeting green.

Electricity:

Voltage is 220 V; 50Hz. The power sockets used are of type F (as shown below), which are compatible with plug C and E. Appliances designed to operate on 110/120 V need a voltage converter and plug adapter.



Medical Care: All types of health care are available at the Dubrovnik General Hospital. Guests from countries that have signed a health-care agreement with the Republic of Croatia (including EU citizens) are entitled to free or reduced-cost medical treatment at the all National Health Service hospitals. With the exception of accident and emergency treatment, all other guests will be charged standard rates for medical treatment.

Medical Emergency Service telephone number: 94.

Insurance: The organizers do not accept responsibility for individual medical, travel or personal insurance. All participants are strongly advised to make their own personal insurance arrangements before traveling to the Session, including travel insurance to cover possible loss of possessions and money, as well as health and dental treatment

Postal and Telecommunication Services: The post office in Dubrovnik is open during working days and on Saturday mornings. If you need to use a phone booth, phone cards are available for purchase at post offices, hotels and newsstands.

There are three mobile networks operating in Croatia, all offering roaming services. For details, please visit the following websites:

T Mobile (098) www.t-mobile.hr

VIPnet (091) www.vipnet.hr

TELE2 (095) www.tele2.hr

Internet: Wireless internet connection is available at all hotels. There are also several cafés and tourist agencies in Dubrovnik offering this service.

VAT and Customs Regulations: All purchases in Croatia are subject to Value-Added Tax (VAT) of 25%. This is generally included in listed prices. Visitors from non-EU countries can claim a refund of VAT from selected shops on goods that are to be taken out of the country, under the Retail Export Scheme. For more information see:

<http://www.globalblue.com/customer-services/tax-free-shopping/tax-free-shopping-in-croatia/>

Customs duties: Foreign currency can be freely transferred to Croatia to the amount of 40.000,00 HRK. Customs must be notified of any amounts exceeding this number. Home currency can be freely transferred to and from Croatia to the amount of 15.000,00 HRK. Owners of pets must possess an international certificate not older than 6 months.

Additional info about customs duties: Republic of Croatia Customs Directorate, phone: +385 1 6102 333, www.carina.hr.

Tipping: Service charges are already included in your restaurant bill; however, if you feel you have received excellent service then feel free to leave a tip – locals usually ‘round up’ the bill. Tour guides on excursions expect to be tipped; a tip of 15-20 HRK would be quite acceptable. Shop prices are fixed, however in street markets bargaining is common.

Important Phone Numbers:

Country code for Croatia: +385.

Area code: 020.

Note: From abroad, you must omit ‘0’ from the area code, dialling: +385 20.

General emergency services number	112
Police	92

Fire department	93
Medical emergency service	94
Road assistance	987 (+385 1 987 from mobile phones)
Croatian automobile club	01 4640 800, www.hak.hr, email: info@hak.hr
Weather forecast and traffic conditions	060 520 520
Dubrovnik airport	+385 20 773 377
General information	11888

Useful Links:

Dubrovnik Tourist Information: <http://www.dubrovnik-guide.net/info.htm>

Croatia National Tourist Board: <http://croatia.hr/en-GB/Homepage>