

## Welcome to Czech Republic, Prague November 28-30, 2016!

Our Conference is a great networking opportunity, where participants can connect with colleagues from our other member countries. It is definitely an event not to be missed!



### THE CONFERENCE VENUE

The Conference will be held at  
**GRANDIOR HOTEL PRAGUE**

Na Porici 42  
110 00 Prague  
Czech Republic  
Tel: +420 226 295 111  
[www.hotel-grandior.cz/en](http://www.hotel-grandior.cz/en)



**Location** [HERE](#)

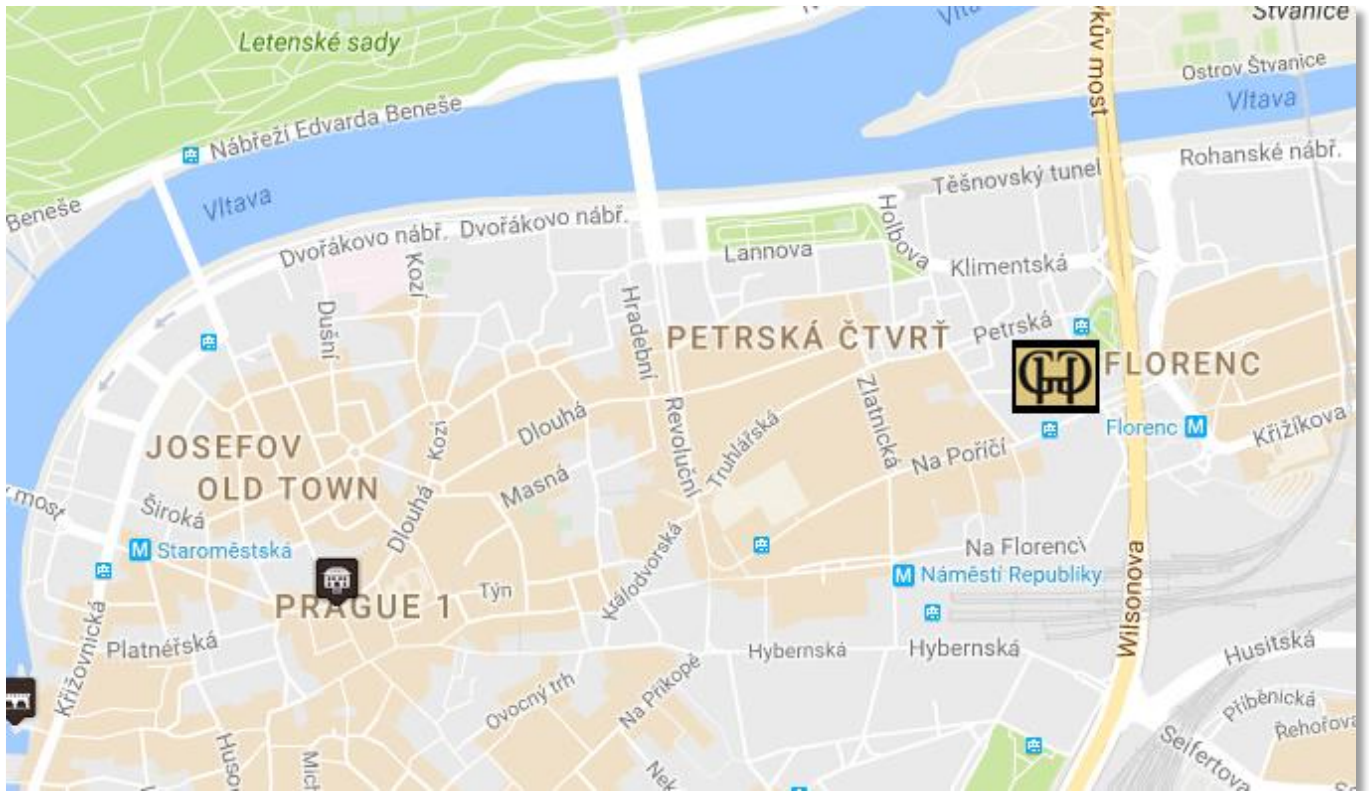
GPS:  
50°5'24.295"N  
14°26'9.704"E

FIND US

### DRESS CODE FOR THE CONFERENCE

Dress code for all our meetings and workshops is **Business Casual**.





## HOW TO GET THERE

### Arrival by car - main hotel entrance

GPS:

50°5'24.295"N

14°26'9.704"E

Note that parking is not allowed in front of the main hotel entrance - see below for secondary hotel entrance and garage entrance

### Arrival by own car and parking - secondary hotel entrance and garage entrance

GPS:

50°8'97.358"N

14°43'49.583"E

Street address: Na Florenci 29, 110 00 Prague 1, Czech Republic (address of the former Designhotel Elephant)

### Arrival by train

From Hlavní Nádraží (Main) train station or Nádraží Holešovice train station: Take underground C (Red line) to Florenc station

**Arrival by plane** – See Prague Airport website [HERE](#). More info about the transfers *TBC*

### Arrival by public transport from the airport

Take bus No. 100 from the airport to the bus station Zličín where you change to the metro (underground) train and take the B line (yellow) from Zličín to Florenc station.

## THE ACCOMMODATION

The accommodation will be held at 2 hotels:

### GRANDIOR HOTEL PRAGUE

Na Porici 42  
110 00 Prague  
Czech Republic  
Tel: +420 226 295 111  
www.hotel-grandior.cz/en



or

### AXA Hotel

Na Porici 40  
110 00 Prague 1  
Czech Republic  
Tel: +420 227 085 111  
Email: hotel@axa-hotel.cz  
www.axa-hotel.cz



**Please note:** Both hotels are located next to each other at the same street.  
*We have limited number of rooms at AXA hotel (first comes first serves)!*



### Check In/Out:

- Check-in: **after 3 PM** / Check-out: **11 AM**

*Guests may contact hotel for further details if arriving earlier.*



## SPECIAL EVENTS

### DINNERS

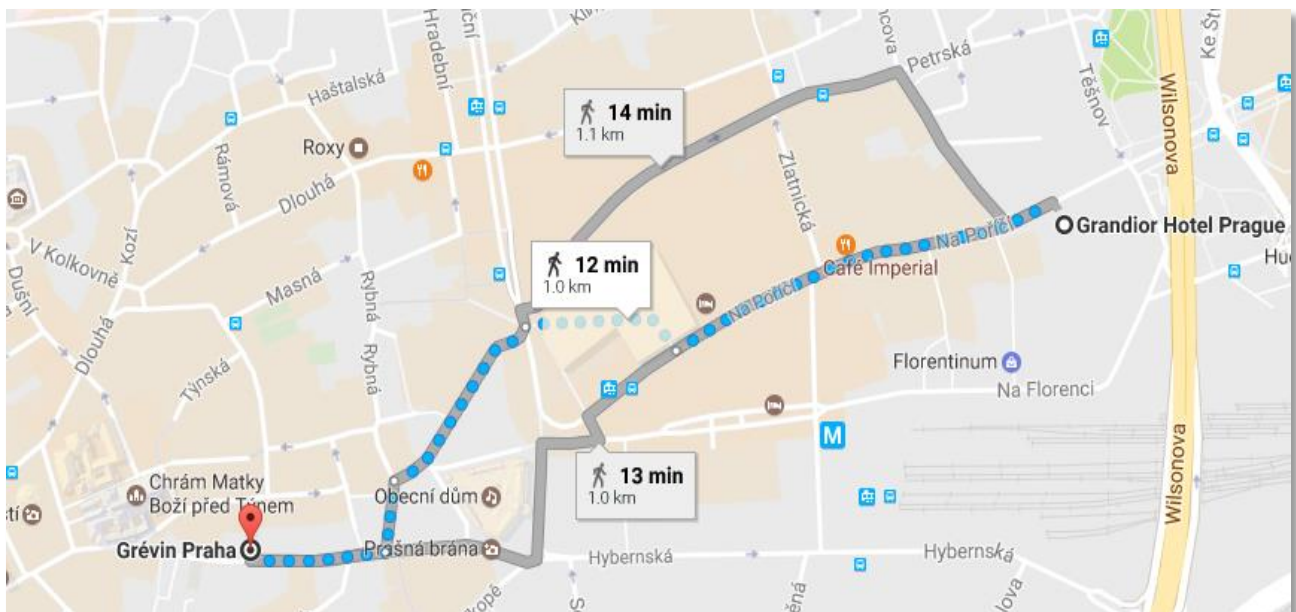
- Welcome Dinner – on Monday evening (**November 28th**) – *still to be confirmed*  
Dress code is Casual.
- Special Dinner - on Tuesday evening (**November 29th**) we are organizing an **Awards Dinner** at the [Grevin Prague](#). Dress code is Business informal.

#### Location [HERE](#)

Celetná 15, 110 00 Prague 1  
Staroměstská / Můstek  
Náměstí Republiky  
Tel: + 420 226 776 776



A visit to **Grevin Prague** is an exciting journey from history to the present. Leave reality behind and enter the legends in our seven interactive universes where reality and imagination become one.



## CITY TOUR

A short city tour highlighting Prague Centre will be organized before the Welcome dinner on **November 28th at 6 p.m.** See more about Prague [HERE](#).



## VISIT & SHOPPING

Although we will have a busy agenda for meetings and trainings (as always), some of you will find some time to see the city and do some shopping before or after the conference. For more information visit [here](#). Local attractions [here](#) & sightseeing [here](#).





## PARTICIPATION FEE

The fee includes all meals (breakfast, 2 lunches, 2 dinners, coffee breaks), accommodation, training materials, conference facilities and city tour.

The fee does not include the transportation from/to airport and your personal costs at the hotel (phone calls, minibars). Please do not forget to pay your extra costs when you check-out.

### Registration deadlines:

<b>Early Bird Registration</b>	<b>Until September 30<sup>th</sup></b>	
<b>Late Registration</b>	<b>October 1<sup>st</sup> – October 31<sup>st</sup></b>	the fee will be increased up to <b>100 €/person</b>
<b>Very Late Registration</b>	<b>After November 1<sup>st</sup></b>	the fee will be increased up to <b>200 €/person</b>

### Early Bird registration fee at the [GRANDIOR HOTEL PRAGUE](#)

	<b>SINGLE ROOM / per person</b>	<b>DOUBLE ROOM / per person</b>
2 Nights	<b>499 EUR + 21% VAT</b>	<b>399 EUR + 21% VAT</b>

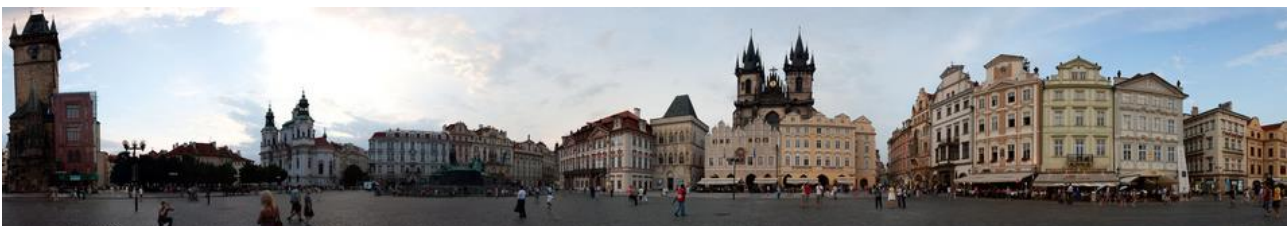
**Early Bird registration fee at the [AXA Hotel](#)** - We have limited number of rooms at AXA hotel (first comes first serves)!

	<b>SINGLE ROOM / per person</b>	<b>DOUBLE ROOM / per person</b>	<b>TRIPPLE ROOM / per person</b>
2 Nights	<b>399EUR + 21% VAT</b>	<b>299 EUR + 21% VAT</b>	<b>289 EUR + 21% VAT</b>

You can book extra nights on request. Please mark the date in the registration form. My colleague Kristina Velkovska Dias <kristina@jaeurope.org> will be in touch with you for invoicing (first week of December). Please contact her for more questions.

**Fee without accommodation: 250 Eur + 21% VAT**

**Cancellation Policy – according to the hotel agreement cancellation within 0–25 days before the event is 100%.**



## **EMERGENCY NUMBER**

**In case you need a help or assistance email or call:**

**Vanda Franciscy**, Senior Special Events and Project Manager, JA Europe  
[vanda@jaeurope.org](mailto:vanda@jaeurope.org)  
+421 903 529 747

# **SEE YOU SOON IN PRAGUE!**

