

Information on logistics

Third MEP and Bureau meeting of the
Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services
(IPBES)
10 -14 March 2014, Bonn, Germany

1- Meeting Venue

The meeting will be held in the [Günnewig Hotel Bristol Bonn](http://www.guennewig.de/bnbristo/homepage_e.php), in Bonn, Germany.
The hotel is located 200m from the Bonn main train station:

Günnewig Hotel Bristol Bonn

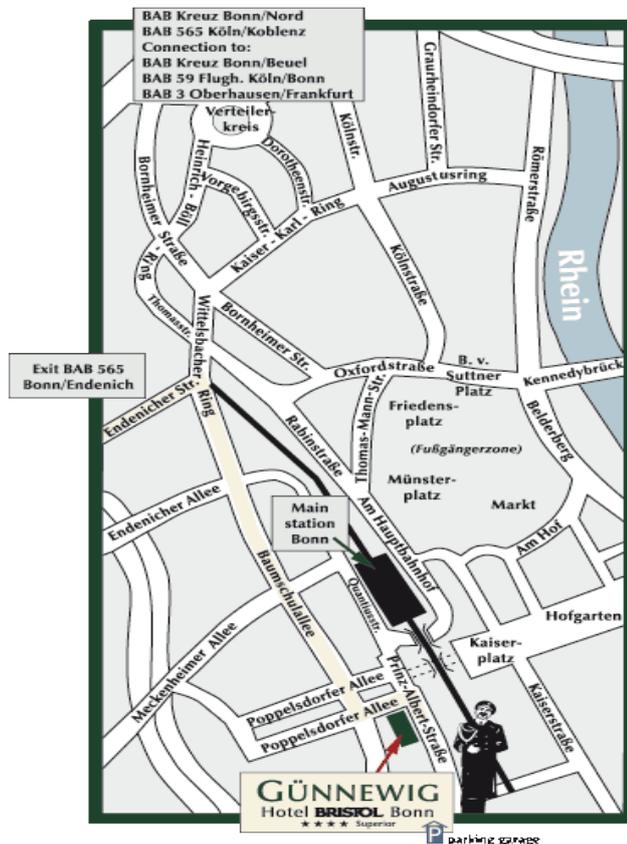
Prinz-Albert-Str. 2 • 53113 Bonn

Phone: + 49 (0) 228 - 26 98-0 • Fax: +49 (0) 228 - 26 98-2 22

Web site : http://www.guennewig.de/bnbristo/homepage_e.php

E-Mail: bristol.bonn@guennewig.de

Direction from the Bonn train station to the hotel:



2- Hotel reservations

Participants are kindly requested to make their own hotel reservations. Please note that the secretariat will not be making any reservations.

In order to make your reservation, go to this web site, which is dedicated to the Bureau and MEP meeting in March:

http://www.bonn-region.de/IPBES_2014.

Enter your arrival and departure dates, select the hotel of your choice, and enter your credit card information to secure your booking. Please note that your credit card will not be debited, and is requested only to confirm the booking. Hotel payment can be made in cash or by credit card upon departure.

Special rates for delegates attending the meetings have been negotiated and a number of rooms have been block-booked in the following hotels (all prices include breakfast):

- 1) Stern Hotel Bonn (€165, 4*), website [here](#)
- 2) Hotel Collegium Leoninum (€145, 4*), website [here](#)
- 3) Günnewig Hotel Bristol Bonn (€126, 4*; Meeting venue), website [here](#)
- 4) Hotel Consul (€105), website [here](#)

If you do not want to use a credit card, please fill in the 'Request for Hotel Reservation' Form downloaded from the website (and ignore the credit card section on this form) and send it to a.isengard@bonn-region.de

A free public transport voucher will be issued to participants booking online through this system; make sure to print the voucher before you come to Bonn.

3- Getting to Bonn

Bonn is located approximately twenty minutes south of Cologne/Koeln and two hours north-west of Frankfurt/Main and can be reached from three main airports, Cologne/Bonn Airport, Frankfurt International Airport and Düsseldorf Airport.

Delegates arriving at **Cologne/Bonn Airport** can reach Bonn city centre either by taxi (the fare from the airport to the city centre is approximately €50.00), or by bus (SB 60), departing from the bus stop at Terminal 1 to the city centre (final stop "Hauptbahnhof", main railway station) at a cost of about €7.20.

Delegates arriving at **Frankfurt International Airport** may wish to take the train to Bonn. There is a high-speed train service (ICE) between the airport and Bonn/Cologne. Travel time is approximately 40 minutes and the ticket cost is about €60.00 (2nd class). Departure is from the long-distance train station (Fernbahnhof) in the airport complex. The destination is Cologne. The station stop for Bonn is the town of Siegburg (please get off at: Siegburg/Bonn). Taxis are available for approximately €35.00 from Siegburg to Bonn. Normal train service between Frankfurt International Airport and Bonn is also available (from the long-distance train station (Fernbahnhof) in the airport). Travel time is approximately 1 hour 45 minutes and a ticket costs round about €40.00 (2nd class). This trip along the Rhine River is one of the most scenic train trips in Germany and brings you directly into the city centre of Bonn. From **Düsseldorf Airport** to Bonn, there are direct trains, which run hourly and have a travel time of about 66 minutes and the ticket cost is about €17.00 (2nd class).

As mentioned above, if you have booked your hotel accommodation via the website (http://www.bonn-region.de/IPBES_2014) you will receive a free public transportation ticket for the duration of your stay in Bonn. We encourage each participant to bring adequate

funds (in Euros) to ensure that your transportation costs from the airport to the hotel are covered.

4- Duration and schedule of the meeting

The proposed schedule for the MEP and Bureau meetings is as follows:

- Monday, 10 March: Bureau meeting, with MEP co-chairs as observers;
 - Tuesday, 11 to Thursday, 13 March: MEP meeting, with Bureau members and chairs of scientific subsidiary bodies of MEAs as observers; and
 - Friday 14 March: Bureau meeting, with MEP co-chairs as observers.
- The Government of Germany will host a short a scientific event followed by reception (date to be confirmed) to provide an opportunity for MEP and Bureau members to meet with the scientific community interested in biodiversity in the Bonn area.

5- Registration

Registration of delegates: All delegates will be invited to register upon arrival at the meeting venue. IPBES sponsored delegates can obtain from the registration desk at the time of registration, information and procedures related to payment of their daily subsistence allowance. Nametags will be issued to participants upon registration.

6- Meeting documents

Working and information documents for the meeting will be available on www.ipbes.net in due course.

Participants are strongly encouraged to bring their own documents to the meeting. A limited number of paper copies will be available.

7- DSA disbursement

Supported participants from developing countries will need a copy of their passport or other official identification (with photo ID), flight ticket and boarding pass stubs when claiming DSA. The venue and timings for collections of daily subsistence allowance (DSA) will be communicated on the first day of the meeting at the registration desk.

8- General Information on Germany and Bonn

Location: Bonn is located in the center of Europe, in the Rhineland, at the Rhine river. More information about Bonn is available [here](#)

Currency: The Euro (€) is the paper currency in Germany. As of 1 Feb 2014 the exchange rate was € 0.73 for 1 USD.

Credit cards: Major credit cards are accepted in most hotels and restaurants in the city in Bonn, but not in all shops.

Standard Time Zone: Germany is in the Central European Time zone. GMT +1 hour

Weather: Throughout March, moderate rain and light snow with an average temperature of 4 C can be expected. Please, check [here](#) for up-to-date information.

Electricity: Electrical Plug/Outlet and Voltage Information for Germany (Deutschland)
Voltage: 220-240 Volts.

Visas: Upon request, an official letter of invitation has been sent to participants. This can be attached to the German visa application. Visas can be obtained from your nearest German embassy or consulate. Addresses can be downloaded from the website of the: German Foreign Office: [here](#). If you have any difficulties obtaining a visa, please contact the Secretariat: secretariat@ipbes.net