



## 7<sup>th</sup> Annual Meeting 2019

### European Association of Peace Operations Training Centers

16-18 April, Belgrade, Serbia

#### Practical information

##### 1. Venue

The Meeting will take place at Hotel M, Bulevar Oslobođenja 56a, Beograd, Serbia – <http://www.hotel-m.com> from Tuesday, 16<sup>th</sup> (12.00hrs) to Thursday 18<sup>th</sup> (12.00hrs) April 2019.

On-line application is available from 01<sup>st</sup> January till 01<sup>st</sup> April 2019 at <https://www.confluxcenter.org/events/application-form/>

The inaugural session will take at Hotel M 16<sup>th</sup> April 2019 starting at 14:00hrs and will be followed by the presentation of previous IAPTC and EAPTC meetings` reports, the "Ideas Bazaar" and reception.

If you wish to reserve a table at the Bazaar to present your institution, please indicate your interest in the on-line application form. You will be provided with a sufficient time to set up your table.

The official dinner will be held on 17<sup>th</sup> April 2019 (19.00hrs). If you wish to participate, please indicate the appropriate field in on-line application form and invitation card will be provided to you during registration (free of charge).

##### 2. Registration

Registration of the participants and payment of the participation fee will take place at the designated desk in the lobby area at Hotel M on 16<sup>th</sup> April from 1200hrs till 1400hrs and on 17<sup>th</sup> April from 0800hrs till 0900hrs. The participants will receive accreditation card, welcome package and invitation card for official dinner (if applicable).

The **participation fee is 150EUR and to be paid in cash** during registration.

##### 3. Language

The Meeting is conducted in English. Translation is not provided.



#### 4. Travel and accommodation

It is responsibility of each participant to organize their own travel and accommodation. For those who will stay at Hotel M, hotel will arrange pick up at the airport and transportation to the airport after the meeting. Also, Hotel M is offering a special rate for the meeting participants (96eur/day, all meals included). If you would like to stay at Hotel M, please contact directly the hotel ([office@hotel-m.com](mailto:office@hotel-m.com)) and emphasize that you are attending the EAPTC Meeting.

#### 5. Transportation from and to the airport

If you are not staying in Hotel M, please be informed that taxis are available in front of the airport and can cost up to 20 EUR for the trip anywhere in Belgrade. Only accepted currency is Serbian Dinar (exchange rate is approximately 118,50 dinars for 1 EUR). Credit cards are widely accepted, but check before use whether particular vendor accept certain type of cards.

#### 6. Meals

Lunches and coffees will be provided for all the participants on 17<sup>th</sup> and 18<sup>th</sup> April at Hotel M. Please specify any dietary requirements or food restriction in your application.

#### 7. Dress code

For the Meeting it is Business attire or the best uniform (no class „A“ uniform is needed) and for the official dinner is smart casual (no uniform).

#### 8. Visa Requirements

It is the responsibility of each participant to ensure that she/he is in possession of all necessary visa and transit visa. Please check here whether you need a visa at this link: <http://www.mfa.gov.rs/en/consular-affairs/entry-serbia/visa-requirements>

#### 9. Health insurance

We do not cover any health care expenses. Health insurance and medical requirements depends on where the participants are residing, in accordance to Serbian laws, they are the personal responsibility of each participant. All participants should have adequate insurance.

#### 10. Point of contact

Ms Tanja Strugar

Meeting coordinator, Conflux center

Cell phone: +381 63 779 7498

E-mail: [eaptc@confluxcenter.org](mailto:eaptc@confluxcenter.org)



### 11. Miscellaneous

- All materials which is going to be used during the meeting will be available at our web site: [www.confluxcenter.org](http://www.confluxcenter.org)
- **Free wireless internet** access is available at the Hotel M.
- Please note that **Europlug electrical outlet** is used in Serbia. You can ask for an adaptor at the hotel upon your arrival or purchase it at airport or electric shops in Belgrade.
- Weather forecasts for Belgrade:  
<https://www.weather2umbrella.com/vremenska-prognoza-beograd-srbija-sr/7-dana>

**For any additional questions or concerns please contact us at**

**[eaptc@confluxcenter.org](mailto:eaptc@confluxcenter.org) or +381 63 779 7498.**