

Information package

PEER REVIEW
14th-15th September
Athens, Greece

1. Hotel delegation

COFACE has already pre-booked and paid some rooms for its delegation, 2 nights per attendee (13th and 14th of September) at the following hotel:

TITANIA HOTEL ([map](#))

Address: 52, Panepistimiou Ave., 10678 Athens - Greece

Tel: +30-210-3326217, web site: <http://www.titania.gr>

Please confirm to Florian (secretariat@coface-eu.org / tel +32 2 511 41 79) as soon as possible your accommodation needs!

2. Local transportation

Athens International Airport – “Eleftherios Venizelos”- Titania Hotel (36km)

1. By Metro (http://www.stasy.gr/index.php?id=33&no_cache=1&L=1)

- Take the Blue Line (Line 3 - direction “Aghia Marina”) and get off at Syntagma station (40 minutes).

- From Syntagma station you can:

(a) either take the Red Metro Line (Line 2 - direction ‘Aghios Antonios’) and get off at Panepistimiou station (Exit: National Library) and from Panepistimiou station, walk to Titania Hotel or

(b) walk from Syntagma Square to Titania Hotel ([map](#), 12 minutes by foot)

2. By Taxi (please see the conditions below)

- Fare: About 40 Euros.

COFACE has a strong preference for the use of public transport, when available. The European Commission under general circumstances does not reimburse taxis. COFACE however does reimburse taxi transport under the following conditions:

- travel to and from the airport to the meeting venue or hotel between 22.00 and 6.00.

- if there is no public transport available (e.g. strike, remote location)

- if the traveller can justify the use of taxi for other reasons (illness, reduced mobility...etc.)

COFACE reimburses taxi travel under the above guidelines with a ceiling of 100 EUR per claim.

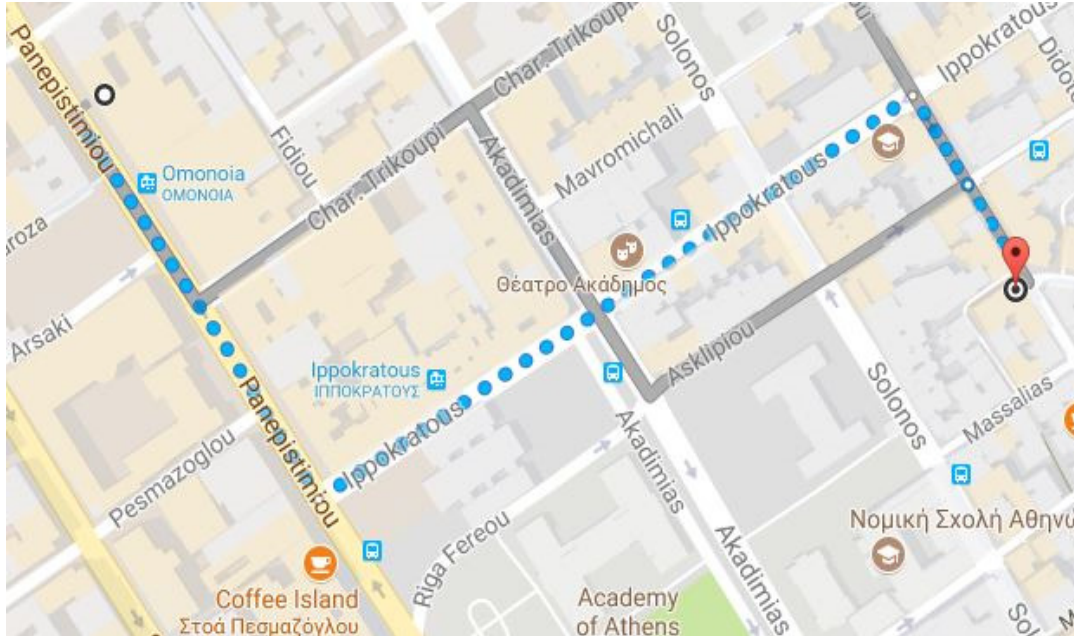
3. Venues

1/ Thursday, 14th September 2017 (from 9.15 to 17.00)

Venue: KMOP office

Address: Skoufa 75 St. in a broader area called Kolonaki. It is about 10 minutes' walk from TITANIA Hotel where the group is going to stay.

From Titania Hotel to KMOP's HQ (75, Skoufa str.)

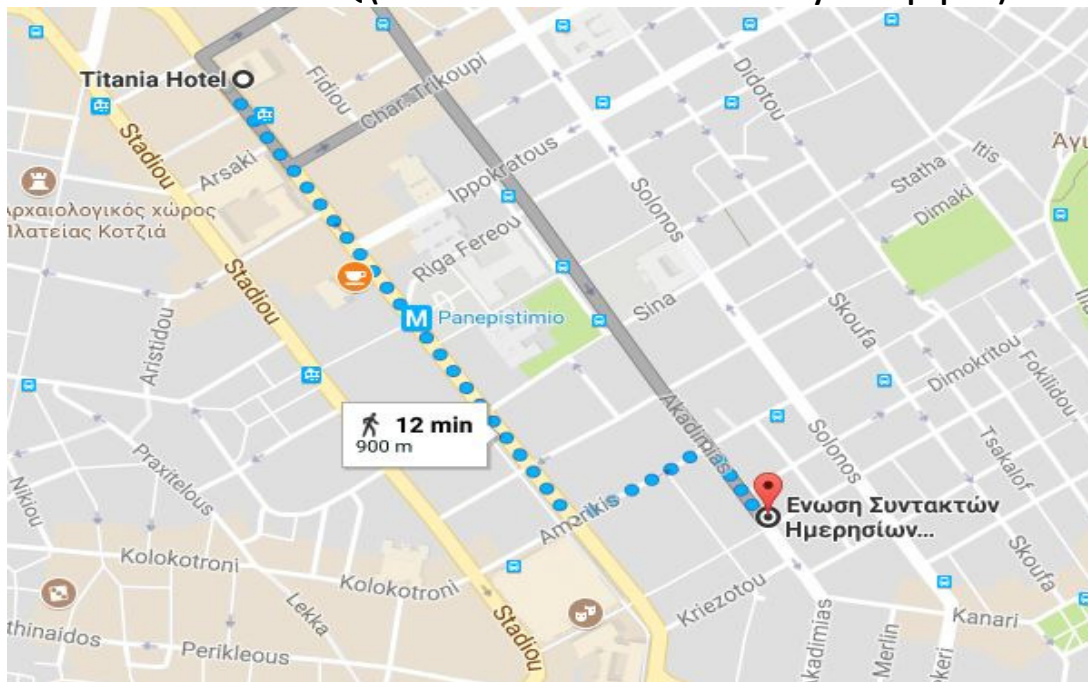


2/ Friday, 15th September 2017 (from 9.00 to 12.30)

Venue: ESYEA (= the Union of Daily Newspaper Editors of Athens)

Address: Acadimias 20 St. It is about 10-15 minutes' walk from TITANIA hotel.

From Titania Hotel to ESIEA HQ (Journalists' Union of Athens Daily Newspapers)



4. Dinner

The dinner on Thursday 14th September will take place at the [Sin Athina restaurant](#) at 8.00 pm. You will find the way to get there in the document entitled “**COFACE_Sin Athina dinner 14.9.2017**”.

5. Refund for members and speakers

Please send us by regular postal service the expenses form you will find on the webpage of the event dated and signed, as well as the original documentary proofs (boarding cards of your flight, transport tickets) within 30 days after the meeting. Unjustified amounts will not be refunded (minibar, telephone expenses). Thank you for your understanding.

Please send your expenses form and original proofs to Florian Charron, Project and Finance Manager: COFACE Families Europe, Rue de Londres 17, 1050 Brussels, Belgium

6. Contact details

For all practical questions please do not hesitate to get in contact with:

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