

UNISPACE+50: Information for participants

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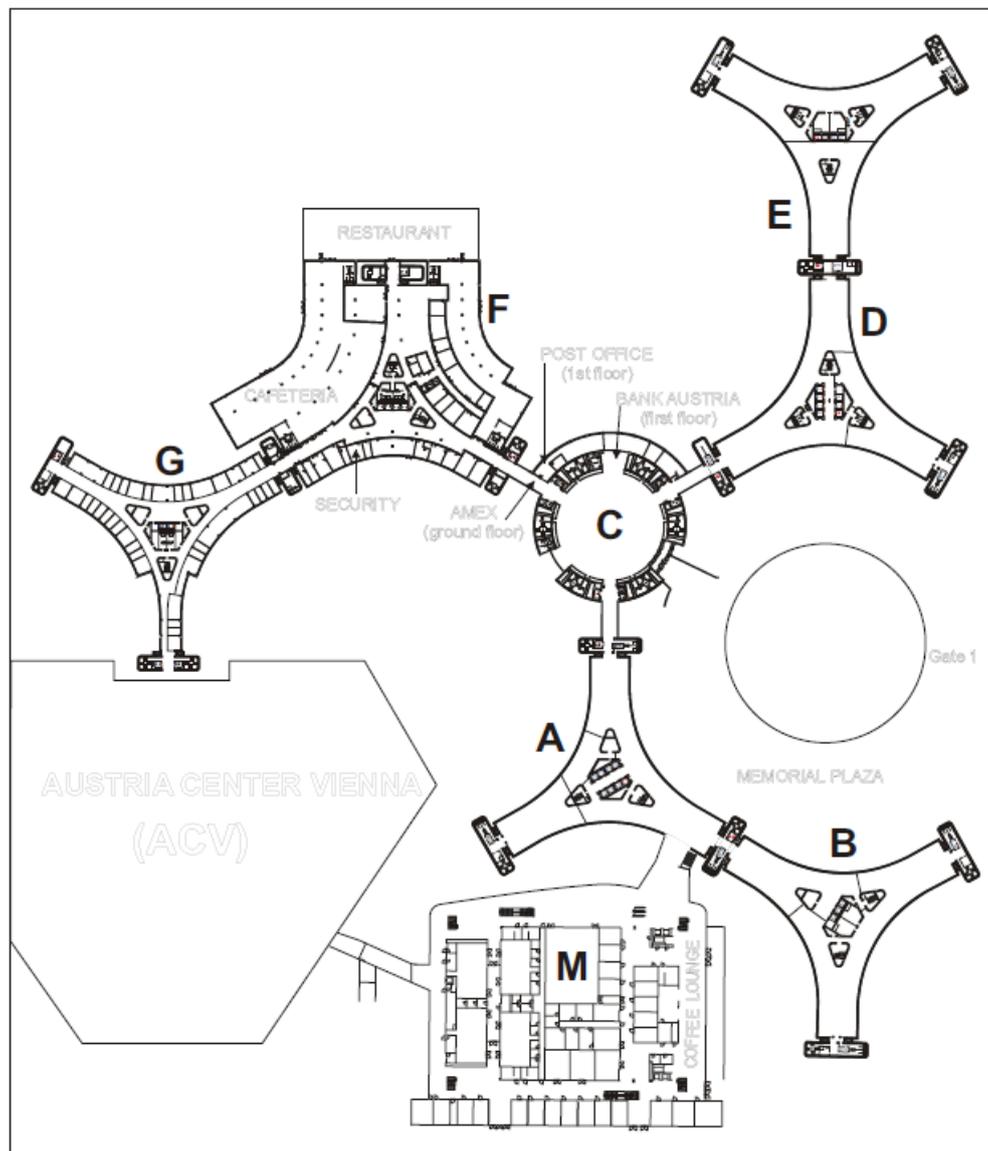
1. Opening day and meeting location

UNSPACE+50 will be held at the Vienna International Centre (VIC), Wagramer Strasse 5, 1220, Vienna, Austria.

The event will open on Monday 18 June 2018 at 9:30 in the M Building of the VIC. Both the UNSPACE+50 Symposium (18 – 19 June) and the UNSPACE+50 High-level Segment (20 – 21 June) of the Committee on the Peaceful Uses of Outer Space (COPUOS) will take place in the M Building.

On 22 June, COPUOS will revert to its regular session, which will be held in the M Plenary room of the M Building.

Additionally, the UNSPACE+50 exhibition will take place from 18 – 22 June in the Rotunda of the C Building. There will also be a public ‘open day’ of the exhibition from 9:00 to 12:30 on 23 June.



2. Registration and identification badges

For security reasons, conference/grounds passes are necessary for admittance to the VIC. Conference badges will be issued at the United Nations Security and Safety Section **Pass Office at Gate 1** of the VIC.

The Pass Office is open from 8:00 to 16:00. Meeting participants should arrive at the VIC at least one hour before the start of the meeting on the first day (8:30 for the 9:30 start), in order to allow for sufficient time for registration and issuance of grounds passes. Participants should provide an appropriate form of state-issued photo identification at the entrance, such as a passport.

3. Media relations and public communication

All queries related to media and public communications for UNISPACE+50 should be directed to UNOOSA Communications Officer Daria Brankin at daria.brankin@un.org.

4. Accommodation

Participants are requested to arrange their own hotel bookings. A list of suitable hotels in Vienna with tentative rates is available on the UNOOSA website. We suggest one of the three hotels below for their proximity to the United Nations:

- Hotel Capri
- Hotel NH Danube City
- Arcotel Kaiserwasser

5. Dining options at the VIC

A cafeteria, a restaurant and a bar are located in Building F on the entrance level of the VIC. The restaurant (table reservations recommended, ext. 4877) is open from 11:30 to 14:30. The cafeteria is open from 7:30 to 10:00 and from 11:30 to 14:30. During the session, a coffee bar located on the ground floor of the M Building will also be open from 9:00 to 16:30. There are also coffee corners open on floors 4 and 7 of the C Building. The bar is open from 11:30 – 20:00 Monday to Tuesday and from 11:30 until 21:00 on Friday.

6. Postal services

A post office within the VIC provides all regular postal services, including cable, fax and telephone services. It is open Monday through Friday from 8:00 to 18:00 and is located on the first floor of the C Building, immediately above the entrance to the Rotunda.

7. Banking

A Bank Austria is located on the first level of the C Building. This bank provides full banking services, including several ATMs. Bank hours are Monday, Tuesday, Wednesday and Friday from 9:00 to 15:00

and Thursdays from 9:00 to 17:30.

8. Medical services

Medical attention can be sought from the clinic operated by the Joint Medical Service located on the seventh floor of the F Building in the VIC (extension 22225 and, for emergencies, 22222). The emergency number at the United Nations in Vienna is 99 from every landline telephone on the premises.

9. Travel services

Amex Travel is at the disposal of participants requiring assistance with such matters as travel, sightseeing, car rental and excursions. The office is located in the corridor in the F Building. The office hours are Monday through Friday from 8:30 to 17:00.

10. Internet and Wi-Fi

At the Vienna International Center, internet PCs on the 4th Floor of the C Building as well as the W-LAN connection are available free of charge.

The username for WI-FI is "VIC". The connection is public; no password is required.

11. Visa application

Participants who require a visa must contact the competent diplomatic or consular authorities of Austria and apply for a Schengen short-stay (C) visa at least three weeks prior to their intended date of arrival in Austria. In countries where Austria does not have diplomatic or consular representation, visa applications can be submitted to the consular authority of a State party to the Schengen Agreement acting on behalf of Austria in the country concerned.

Austria joined the EU (European Union) in 1995 – therefore it is very easy for all EU citizens to come to Austria. If you are not an EU citizen, be prepared for some paperwork. The situation differs from country to country. For a detailed list of all nationals of countries that must have a visa to enter Austria, please visit the following website:

<https://www.bmeia.gv.at/en/travel-stay/entry-and-residence-in-austria/entry-and-visa/>

Please keep in mind that all visa applications have to be issued from outside of Austria before you travel. Contact the Austrian embassy/consulate responsible for/in your country. The Austrian embassy in your country will give you the application forms, help you with your application procedures and issue the visa. Please consult the following website to find an Austrian embassy in your country:

https://www.bmeia.gv.at/fileadmin/user_upload/oracle/oe_vertretungen_en.pdf

You should allow for some time for the processing of the application from the date of

appointment/receipt of documents. Some embassies also require a face-to-face interview with the applicant.

The following documents are normally required. For a detailed list, you need to contact the embassy in your home country.

- a) Completed application form, signed by the applicant. You must answer all the questions; otherwise your application will not be accepted.
- b) The passport should be valid for at least three months longer than the validity of the visa applied for.
- c) 2 passport-size photos.
- d) Proof of sufficient funds to support yourself during your stay.
- e) Proof of health insurance (travel insurance).
- f) Confirmed hotel reservation or confirmation of tour.
- g) Your official invitation ought to serve as a 'visa support letter'.

For further information, please visit the website of the Austrian Foreign Ministry at <http://www.bmeia.gv.at/>.

12. Currency

The currency used in the VIC is the Euro.

See '7. Banking' for additional information.

13. Health insurance

Please make sure that your health/life/travel insurance covers any medical treatments that might become necessary. UNOOSA will not assume any responsibility for life and major health insurance, nor for expenses related to medical treatment or accidental events.

14. Transportation

From Vienna Airport to the City Centre/ VIC

By bus:

The Vienna Airport Lines operates seven days a week from 6:00 –21:00 from the airport to the VIC every hour. The VIC bus station is located on Wagramer Strasse in front of Gate 1. The trip lasts approximately 40 minutes. A single ticket costs 8 EUR, return ticket is 13 EUR. You can buy your ticket from the driver. The Vienna Airport Lines also serves other locations in Vienna, should you wish to go to your hotel first.

For a detailed bus schedule, please consult the following website:

<http://www.viennaairport.com/jart/prj3/va/main.jart?rel=en&content-id=1249344074246&reserve-mode=active>

By train:

If you chose to arrive by train, there are two options. **The first** is the S-Bahn from the airport to 'Wien Mitte' from where you can transfer to the U-Bahn (underground) system to transfer to your hotel or the VIC. S-Bahn trains leave the airport for the city centre every 30 minutes. The trip lasts approximately 25 minutes.

Further information regarding the S-Bahn can be obtained from the following webpage: www.wienerlinien.at.

The **second option** from the airport is the City Airport Train (CAT), which also links the airport to the 'Wien Mitte' terminal in the city centre. The CAT runs daily from the airport starting at 6:09, with the last one leaving 'Wien Mitte' at 23:07. The trip lasts about 16 minutes. The passenger fare is 11 EUR for a single ticket and 19 EUR for a return ticket. Tickets can be purchased online and from machines and over the counter at both the airport and 'Wien Mitte' terminals.

For further information regarding the CAT, please visit the following webpage: www.cityairporttrain.com

Both train options link the airport to 'Wien Mitte' station. To get from 'Wien Mitte' to the VIC, you need to change onto the U-Bahn (underground) system, first taking line U4 (green line) from 'Wien Mitte' to 'Schwedenplatz' where you change onto the U1 (red line) and get off at 'Kaisermühlen – VIC'.

See U-Bahn map below.

By taxi:

Several companies offer their services to the city centre from the arrivals hall at the airport. One-way fares are approximately 35 EUR. Please refer to the following link for a list of taxis:

<http://www.viennaairport.at/jart/prj3/va/main.jart?rel=en&content-id=1249344074251&reserve-mode=active>

Reaching the VIC from within the city**By public transportation:**

The Vienna public transportation system is very reliable and convenient. The VIC can be reached with the underground (U-Bahn) by taking the line U1 (marked in red) towards Leopoldau and getting off at the station 'Kaisermühlen - Vienna International Centre (VIC)'. Tickets can be purchased from vending machines in all subway stations, at tobacco shops marked Tabak Trafik, and also at the VIC newspaper stand.

Costs:

- single ticket: 2,40 EUR
- 24 hour ticket: 8,00 EUR
- 48 hour ticket: 14,10 EUR
- 72 hour ticket: 17,10 EUR.

Further information can be obtained from www.wienerlinien.at

By taxi:

As all participants will have to go through the registration formalities at the VIC, passengers should ask the taxi driver to drop them off at Gate 1. For departures, a taxi may be requested at Security Services, Gate 1. An additional fee is charged for taxis ordered by telephone. The customary tip in Austria for taxi drivers is 10% of the fare.



15. City of Vienna information

Vienna is the capital of the Republic of Austria and is also one of its nine states. With a population of about 1.9 million (2.8 million within the metropolitan area), it is by far the largest city in the country. It serves as the cultural, economic, and political centre. It is the 10th largest city by population in the European Union and was recently listed by Mercer Human Resource Consulting as having the highest quality of living in the world (as of 2017). Vienna is host to many major international organizations such as the United Nations, OPEC and the OSCE. Vienna lies in the very east of Austria and is close to Slovakia, the Czech Republic, Slovenia and Hungary. In 2001, the city centre was designated a UNESCO World Heritage Site.

For more information on the city, its surrounding area and upcoming events, please visit the official Vienna Tourist website at <http://www.wien.info/>.

16. Weather and practical information

Weather in Vienna and temperature averages:

<http://www.weatherbase.com/weather/weather.php3?s=063011&refer>

Vienna webcams:

<http://www.wien.gv.at/webcam/>

Time and date, dialing code, coordinates:

<http://www.timeanddate.com/worldclock/city.html?n=259>

Voltage, plugs, and sockets/power outlets (same as in Germany):

http://www.world-of-islands.com/Infos/Trucs/voltage_en.htm