



GENERAL INFORMATION

1. Meeting Place

The meeting will be held in the Czech Office for Standards, Metrology and Testing (ÚNMZ) at the following address:

Czech Office for Standards, Metrology and Testing (ÚNMZ)
Former Český normalizační institut (Czech Standards Institute)
Biskupský dvůr 5
110 02 PRAHA 1

tel. +420 221 802 100
fax +420 221 802 311
e-mail: extrel@unmz.cz
www.unmz.cz

The meeting rooms are equipped with data projectors and white boards. Internet access (wi-fi) is provided. Refreshments (beverages) are at the disposal for the participants directly in meeting rooms.

For information or other assistance, especially letters of invitation, please contact:

Ms Olga Hončová
honcova@unmz.cz
+420 221 802 100

2. Travel Information

The meeting place – the Czech Office for Standards, Metrology and Testing is located in the city centre. It is marked with an arrow on the map bellow. Metro (Line B and C) and tram stations are in the vicinity.

The meeting place can be accessed either from the street Biskupský dvůr



or from Těšnov through a passage



The international airport of Prague, in Czech called Letiště Václava Havla (former Letiště Ruzyně), is located about 18 km from the city centre.

Participants coming by train will arrive to the Prague Main Railway Station (in Czech Hlavní nádraží) or to Holešovice station (nádraží Holešovice).

Transportation from the Václav Havel Airport Prague to ÚNMZ

By taxi

You can take a taxi which costs about CZK 600. You are strongly advised to ask about the estimated price in advance and request a receipt. Travelling time is approx. 30 minutes.

By public transport

You can take a bus No. 100 to the terminus of Metro line B Zličín, from there go to the Metro station Florenc. Travelling time is approx. 1 hr. Tickets for public transport should be bought in advance and validated in the metro stations, buses or trams. Buy a transfer ticket for 32,- CZK (if in exceptional cases bought directly from the bus driver, the ticket costs 40,- CZK). The fare for a piece of luggage exceeding 25x45x70 cm is 16 CZK. It is also possible to get tickets valid for either one or three days (110,- or 310,- CZK).

There is also a special line Airport Express connecting the airport with the Main Railway Station. Go as far as the stop Náměstí Republiky. Tickets can be bought from the driver for 60 CZK. The buses go every 30 minutes, travelling time is 35 minutes. Luggage is free of charge.

You can also travel by airport minibuses operated by the company CEDAZ. They run every 30 minutes and will take you from the airport to the square "náměstí Republiky", that is around 10 minutes from the meeting venue. You can buy a ticket for the price of 150 CZK (for 1 person and 1 piece of luggage) either at the arrival hall of the airport at the counter "ČEDAZ" or from the bus driver.

Transportation from the Main Railway Station to ÚNMZ

Take the metro directly at the main station (line C) to the stop Florenc (just one stop). Travelling time is 5 min.

Transportation from Holešovice Station to ÚNMZ

Take the metro line C to the stop Florenc (two stops). Travelling time is 5 min.

3. Accommodation

A list of hotels applying special rates for ÚNMZ and a map is included in this document.

When making the reservation, please mention keywords "**Special price for ÚNMZ**".

Please note that these special rates can be claimed only when the reservation is made directly by the participant. If accommodation is booked via a travel agency or any kind of a reservation system, these rates are not applicable.

The delegates are expected to make their own reservations in due time. The delegates are encouraged to make their reservation early, especially when attending spring and autumn meetings.

4. Currency, banks, prices, credit cards

The Czech crown (Česká koruna) is an official currency (international abbreviation CZK, Czech abbreviation Kč). Exchange rate is approximately EUR 1 = CZK 27.03 (January 2016).

Banks are usually open from Monday to Friday between 9 a.m. and 5 p.m. (closed on Saturdays and Sundays). Exchange offices are commonly open also on weekends; they are situated in the tourist-attractive zones. Banking machines network is quite dense in Prague center; all major credit cards are accepted (VISA, EuroCard/MasterCard, American Express).

All major credit cards are widely accepted in hotels, restaurants and in many shops in Prague.

The usual tip in the Czech Republic is around 10% and is not included in the bill.

5. Other information

The time in the Czech Republic is GMT + 1 hr.

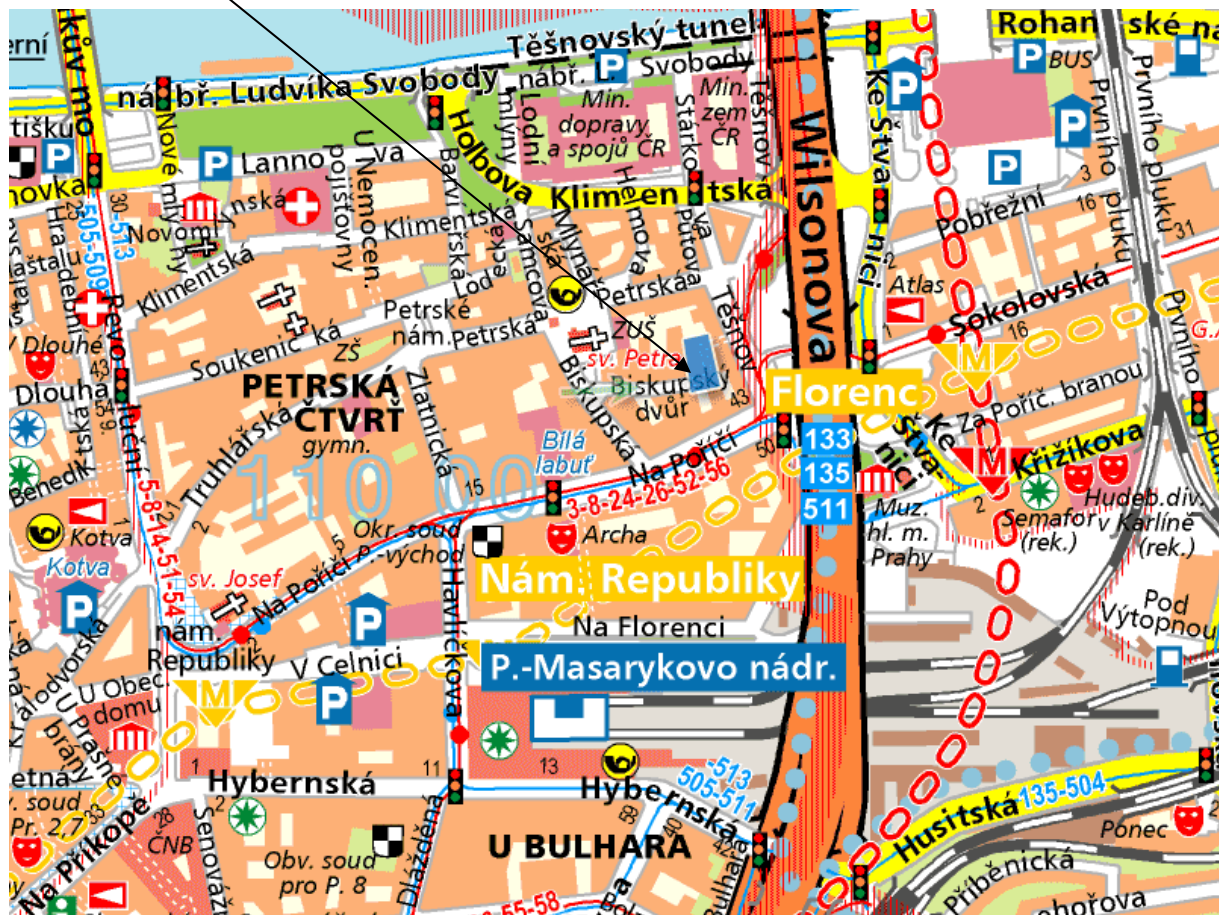
The electric voltage in the Czech Republic is 230V, at 50Hz. Type E plugs are used.

<http://www.iec.ch/worldplugs/>



For general information on Prague please refer to www.pis.cz

Location of Czech Office for Standards, Metrology and Testing.



LIST OF HOTELS APPLYING SPECIAL RATES FOR ÚNMZ 2016

1 Paris *****

U Obecního domu 1, Praha 1
Tel 222 195 195
Fax 224 225 475
Single: 135 €
Double: 135 €
Breakfast: Included
booking@hotel-paris.cz
www.hotel-paris.cz

2 Meteor Plaza *****

Hybernská 6/999, Praha 1
Tel 224 192 111
Fax 224 213 005
Single: From 50 – 125 €
Double: From 55 – 135 €
Breakfast: Included
reservation@hotel-meteor.cz
www.hotel-meteor.cz

3 Atlantic ***

Na Poříčí 9, Praha 1
Tel 224 811 084
Fax 224 812 378
Single: From 50 – 86 €
Double: From 55 – 92 €
Breakfast: Included
info@hotel-atlantic.cz
www.hotel-atlantic.cz

4 Harmony ***

Na Poříčí 31, Praha 1
Tel 222 319 807
Fax 222 310 009
Single: From 850 – 1500 CZK
Double: From 1000 – 1750 CZK
Breakfast: Included
reception@hotelharmony.cz
www.hotelharmony.cz

5 Merkur ***

Těšnov 9, Praha 1
Tel 222 323 878
Fax 222 323 906
Single: From 890 – 1490 CZK
Double: From 990 – 1690 CZK
Breakfast: Included
merkur@orfea.cz
www.cityhotels.cz

6 Opera *****

Těšnov 13, Praha 1
Tel 222 315 609
Fax 222 311 477
Single: From 1200 – 1850 CZK
Double: From 1350 – 2000 CZK
Breakfast: Included
res@hotel-opera.cz
www.hotel-opera.cz

7 Arthotel Embassy *****

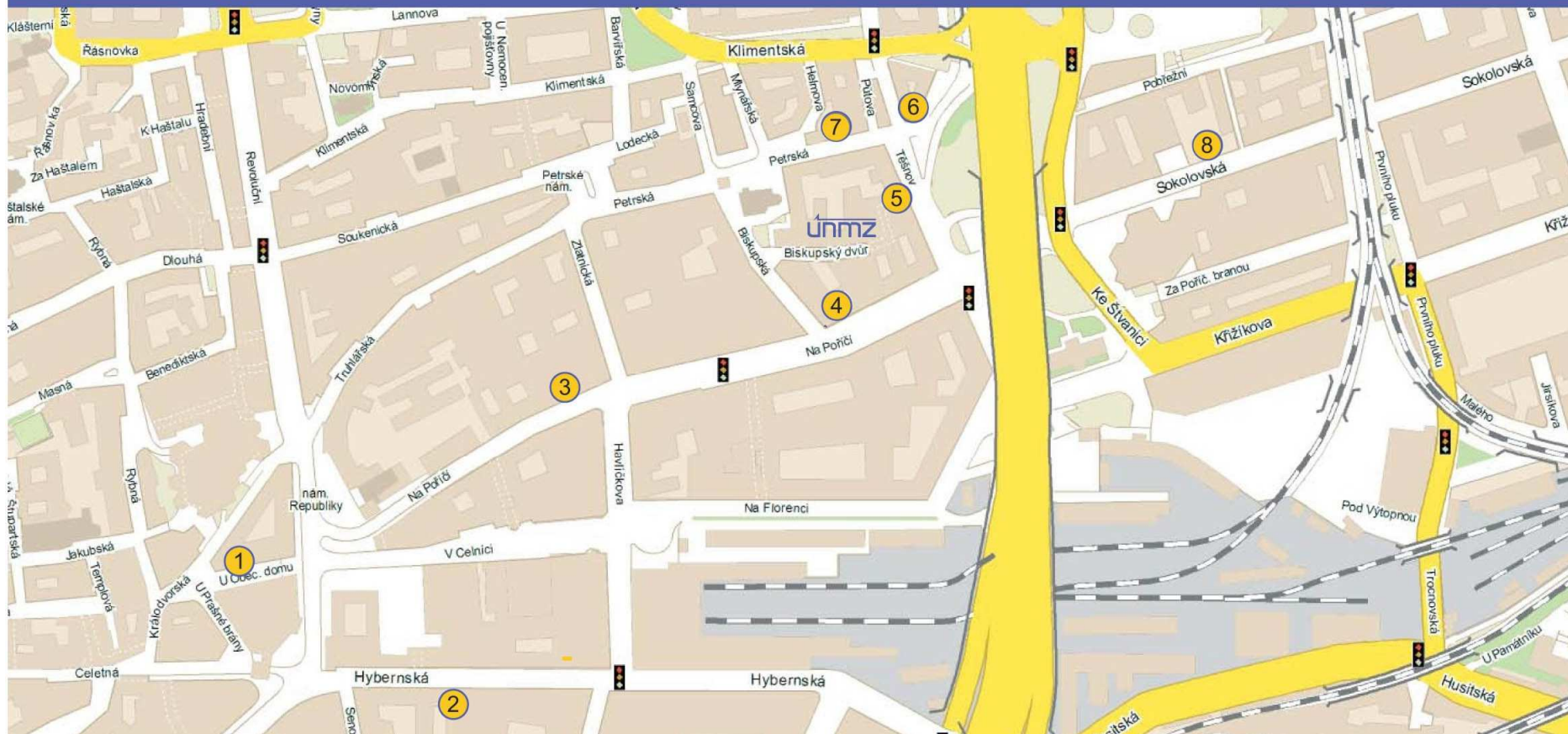
Petrská 31, Praha 1
Tel 271 090 847
Single: From 1610 – 1955 CZK
Double: From 1840 – 2185 CZK
Breakfast: Included
reception@embassy.euroagentur.cz
www.arthotelembassy.com

8 Jurys Inn Prague *****

Sokolovská 11, Praha 8
Tel 226 222 600
Fax 226 222 610
Single: 1950 CZK + VAT
Double: 2200 CZK + VAT
Breakfast: Included
jurysinprague@jurysinns.com
www.jurysinns.com

- Please refer to “Special price for UNMZ” when booking.
- Special rates can be claimed only when the reservation is made directly, not via a travel agency or other reservation system
- The area code to the Czech Republic is +420.
- The prices are in Czech crowns (CZK) if not stated otherwise.
- The prices differ according to the season, please verify the price for sure directly in the hotels.

LIST OF HOTELS APPLYING SPECIAL RATES FOR ÚNMZ 2016



① Paris *****

② Meteor Plaza *****

③ Atlantic *****

④ Harmony *****

⑤ Merkur *****

⑥ Opera *****

⑦ Arthotel Embassy *****

⑧ Jurys Inn Prague *****

ÚNMZ

Czech Office for Standards, Metrology and Testing