

COUNCIL OF EUROPE PRACTICAL INFORMATION NOTE FOR MEETINGS IN STRASBOURG

DIRECTORATE GENERAL II
DIRECTORATE OF DEMOCRATIC PARTICIPATION

COUNCIL OF EUROPE

PALAIS DE L'EUROPE
Avenue de l'Europe

AGORA BUILDING
1, quai Jacoutot

F - 67075 STRASBOURG CEDEX
+33 (0)3 88 41 20 00 - www.coe.int

ACCESS

Strasbourg, the host city of the Council of Europe, is the capital of the French region of Alsace, close to the border with Germany. It is accessible by air, rail or car.

Some international flights serve Strasbourg's Entzheim airport. Other flights to Strasbourg are routed via Paris, Brussels, Prague and a limited number of other European cities. Frankfurt airport is also a convenient connection for Strasbourg, in which case you may continue by train or shuttle bus to Strasbourg.

From FRANKFURT AIRPORT

Some of you will arrive via Frankfurt. The Lufthansa shuttle bus is at **Terminal 1: THE SQAIRE WEST, next to the mainline station (exit by REWE)**. It takes 2h30-3h to travel to Strasbourg. 2 stops are on the way: Railway station and Hilton Hotel. For the time schedule, please consult:

<http://www.lufthansa.com/de/en/Lufthansa-Express-Bus>

FROM ENTZHEIM AIRPORT TO STRASBOURG CITY

<http://strasbourg.aeroport.fr/en>

There are 4 TER trains per hour from Entzheim Airport to Strasbourg Station and back. The journey takes about 9 minutes.

Price of the Tram+TER ticket: **4.30 €**. With this ticket you can combine Tram-Bus-Train, it is valid for one hour and a half.

For further information, contact TER 0891 67 00 27 (0.23 euro per minute) or [TER Alsace](#).

HOW TO GET TO THE PALAIS DE L'EUROPE OR AGORA BUILDING

From the airport take the train to Strasbourg main railway station. Take **tram C** from the Railway Station (platform is on ground level to the left-hand side of the station when leaving) and get off at **République**. With the same ticket, take **Tram E** direction **Robertsau/Boecklin** and get off at **Droits de l'Homme** (cf map), or the direct **bus 6**.

From the town centre take tram line B or C, change at **République** and take **Tram E** direction **Robertsau/Boecklin** or the direct **bus 6**.

A single ticket (bus or tram) costs **1.70€** and should be bought from the tram machine on the platform.



URGENCE = 18 ou 112



Le réseau Tram fonctionne tous les jours dès 4h30 et jusqu'à 0h30 (Homme de Fer).

TAXIS

In town you can find taxis at the **Railway Station** and near the **Homme de Fer tram stop**. A taxi from/to town will cost approximately **10 € or more**. (Tel. +33 (0)3 88 88 36 13 13)¹

WII-FI

The Council of Europe has an open wi-fi network, **Wisp**, everywhere in the building. No password is needed.

¹ Note for experts entitled to claim expenses: transport in Strasbourg is not reimbursed as it is included in the daily subsistence allowance (Article 5 of the Rules).

ENTRY VISAS FOR FRANCE

1. For holders of diplomatic passports, visa requests should be made at the Consulate at least 10 days before the date of departure.
2. In order to obtain a visa valid for the Schengen area, requests should be made at the Consulate at least 5 working days before the date of departure.

Please note that these are minimum delays; participants should apply for visas as early as possible.

INDICATIVE LIST OF HOTELS IN STRASBOURG²

The Secretariat of the Council of Europe regrets that it cannot, as a rule, assume responsibility for booking participants' hotels for meetings held in Strasbourg. Participants should make their own hotel arrangements as soon as possible as Strasbourg can be quite busy at certain times of the year.

The following list is indicative, some hotels accord special rates to delegates taking part in a Council of Europe meeting upon presentation of an invitation letter.

Availability of hotels in real time: <http://www.dispweb.fr/>
<http://www.booking.com>

The two first hotels are situated very close to the Council of Europe and the others are situated in the city centre which is a 20 minute walk or a short taxi or bus ride away from the Council.

Hôtel de l'Orangerie

58, Allée de la Robertsau - 67000 Strasbourg
Tel +33 3 88351069

Near the Council of Europe

Hotel des Princes (with special CoE rates – see below)

33, Rue Geiler – 67000 Strasbourg
Tel +33 3 88615519

Near the Council of Europe

Hôtel Villa d'Est (with special CoE rates – see hereafter)

12, rue Jacques Kablé - 67000 Strasbourg
Tel +33 3 88 15 06 06



Hotels in Strasbourg
with special rates - 20

Hotel Kléber

29, place Kléber - 67000 Strasbourg
Tel: +33 3 88320953

² Participants whose subsistence expenses are covered by the Council of Europe should settle their bill **directly with the hotel.**

Hôtel Gutenberg

31 rue des Serruriers - 67000 STRASBOURG

Tél +33 3 88321715

In the centre, near the Cathedral, Place Gutenberg and the Petite France (historical sector)

Hôtel du Rhin

7/8, place de la Gare - 67000 Strasbourg

Tel: +33 3 88 32 35 00

Opposite the train station / En face de la gare

Hôtel Suisse

2/4 rue de la Râpe - 67000 Strasbourg

Tel +33 3 88352211

Le 21ème

Hôtel 2**NN

21-22 rue du Fossé des Tanneurs - 67000 Strasbourg

Tel. +33 3 882389921

Citadines Apart'hotel

Strasbourg-Kléber

50-54 rue du Jeu des Enfants - 67000 Strasbourg

Tel +33 3 90224700

Hotel Maison Rouge

4 rue des Francs Bourgeois - 67000 Strasbourg

Tél +33 3 88320860

Best Western Hôtel de l'Europe

8 rue du Fossé des Tanneurs - 67000 Strasbourg

Tél +33 3 69204562

Ibis Strasbourg (7 hôtels)

Hotel Hilton Strasbourg

1, avenue Herrenschmidt, 67000 Strasbourg

Tel +33 3 88371010

Holiday Inn Strasbourg

20 Place Bordeaux, Strasbourg

Tel +33 3 88378000

SERVICES IN THE COUNCIL

The Palais de l'Europe building includes the following services available to all guests:

Medical care: Council of Europe's infirmary nurse – extension 2442

Post office: open every weekday from 9.15 am to 1 pm. During sessions of the Parliamentary Assembly, the post office will be open non-stop on weekdays from 10 am to 5.30 pm. During sessions of the European Parliament, it will be closed from Monday to Thursday.

Newspaper kiosk: the kiosk is open daily from 8 am to 4 pm, and from 8 am to 6 pm during Parliamentary Assembly sessions. Available from the kiosk are: French and international newspapers, tobacco products, lottery/game tickets, health and beauty products, souvenirs, regional products and confectionery, Council of Europe promotional products, postcards and greetings cards, phone cards and top-ups, office items and stationery.

Other services both in Palais de l'Europe and/or in other buildings:

Société Générale Bank:

- In the **Palais**: open on Monday from 8.30 am to 4.30 pm, and Tuesday to Friday from 8.30 am to 5.30 pm. Tel: 03 90 22 93 00
- In the HR Palais the office is open on Tuesday and Thursday morning from 10 am to 12 noon.
- In the **Agora** the office is open every day: in the morning from 11 am to 12 noon and in the afternoon from 1.30 to 4 pm (closed on Tuesday and Thursday morning). Tel: 03 88 24 59 51

There is an automatic cash dispenser (Visa) in the **Palais** and an automatic cash dispenser in the **Agora**.

Cafeterias

Bar 12 étoiles, Palais de l'Europe:	8.00 am - 5.00 pm
Cafeteria, Palais de l'Europe:	8.00 am - 5.00 pm
Cafeteria Agora:	8.00 am - 5.00 pm
Cafeteria Human Rights building:	9.00 am - 3.00 pm
Cafeteria EDQM building:	8.30 am - 4.15 pm

Restaurants

Palais de l'Europe - Restaurant bleu:	12.00 pm - 2.30 pm
Palais de l'Europe - Restaurant self-service:	12.00 pm - 2.00 pm
Human Rights building - Restaurant:	12.00 pm - 2.00 pm

Please note: No food or drink (except water) is allowed in the meeting rooms

Taxi

There is a **taxi rank** by the main entrance to the Palais de l'Europe.

REIMBURSEMENT OF EXPENSES

Participants entitled to claim travel and/or subsistence expenses are kindly informed that unless otherwise specified the refund will be done by bank transfer after the meeting. They should also note that transport in and around Strasbourg is not reimbursed as it is included in the daily subsistence allowance (Article 5 of the Rules).

BADGES TO ENTER THE COUNCIL OF EUROPE

Experts are requested to bring an **identity document** and to present it on request at the entrance of the Building (either Palais de l'Europe or Agora) of the Council of Europe where the meeting will take place.

Access plan

Council of Europe

Avenue de l'Europe

67075 Strasbourg Cedex

Tel. : 03 88 41 20 00

Geographical location



Legend

- | | | | |
|---|---------------------|---|------------------|
|  | Station tramway |  | Station taxi |
|  | Ligne tramway |  | Entrée bâtiment |
|  | Piste cyclable |  | Parking relais |
|  | Numéro et ligne bus |  | Parking voitures |
|  | Arrêt bus |  | Parking vélos |

