

GENERAL INFORMATION

1. Meeting Place

The meeting will be held in the Czech Office for Standards, Metrology and Testing (ÚNMZ) Meeting Centre 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

Refreshments will be at the disposal for the participants during the whole time of the meeting.

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 (former Czech Standards Institute) 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 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 either take a bus No. 119 to the terminal station Dejvická, from here take a tram 8 to the stop called Bílá labuť, or a bus No. 100 to the terminus of Metro line B

Zličín, from there go to the Metro station Florenc. Travelling time is approx. 50 min. 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 33 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 10 min.

Transportation from Holešovice Station to ÚNMZ

Take the metro line C to the stop Florenc (two stops). Travelling time is 10 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 27.44 (December 2013).

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.

5. Other information

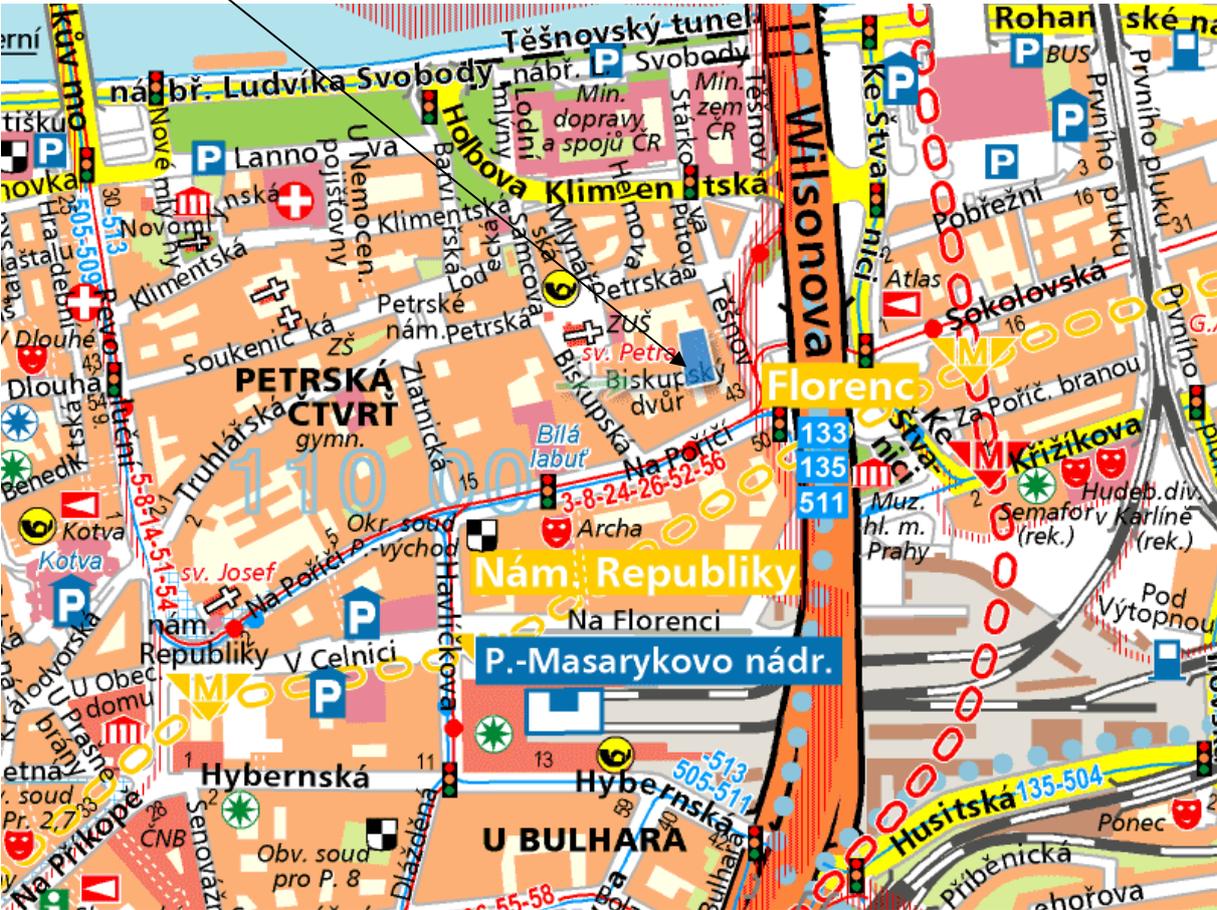
The time in the Czech Republic is GMT + 1 hr.

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



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

Location of Czech Office for Standards, Metrology and Testing – Standards Department, where the meeting centre is.



LIST OF HOTELS APPLYING SPECIAL RATES FOR UNMZ 2013

1 Pariz *****

U Obecniho domu 1, Praha 1
Tel 222 195 195
Fax 224 225 475
Single: From 119 - 155 €
Double: From 119 - 155 €
Breakfast: Included
booking@hotel-pariz.cz
www.hotel-pariz.cz

2 Meteor Plaza *****

Hybernska 6/999, Praha 1
Tel 224 192 111
Fax 224 213 005
Single: From 60 – 101 €
Double: From 65 – 109 €
Breakfast: Included
reservation@hotel-meteor.cz
www.hotel-meteor.cz

3 Atlantic ***

Na Porici 9, Praha 1
Tel 224 811 084
Fax 224 812 378
Single: From 40 – 81 €
Double: From 55 – 86 €
Breakfast: Included
info@hotel-atlantic.cz
www.hotel-atlantic.cz

4 Bila labut ****

Biskupská ul. 9, Praha 1
Tel 224 811 382
Fax 222 322 905
Single: From 50 – 89 €
Double: From 50 – 89 €
Breakfast: 8 €
hotel@bilalabut.cz
www.bwhotelbl.cz

5 Harmony ***

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

6 Merkur ***

Tesnov 9, Praha 1
Tel 222 323 878
Fax 222 323 906
Single: From 800 - 1200 CZK
Double: From 950 - 1500 CZK
Breakfast: Included
merkur@orfea.cz
www.cityhotels.cz

7 Opera ****

Tesnov 13, Praha 1
Tel 222 315 609
Fax 222 311 477
Single: From 1500 – 2200 CZK
Breakfast: Included
res@hotel-opera.cz
www.hotel-opera.cz

8 Arthotel Embassy *****

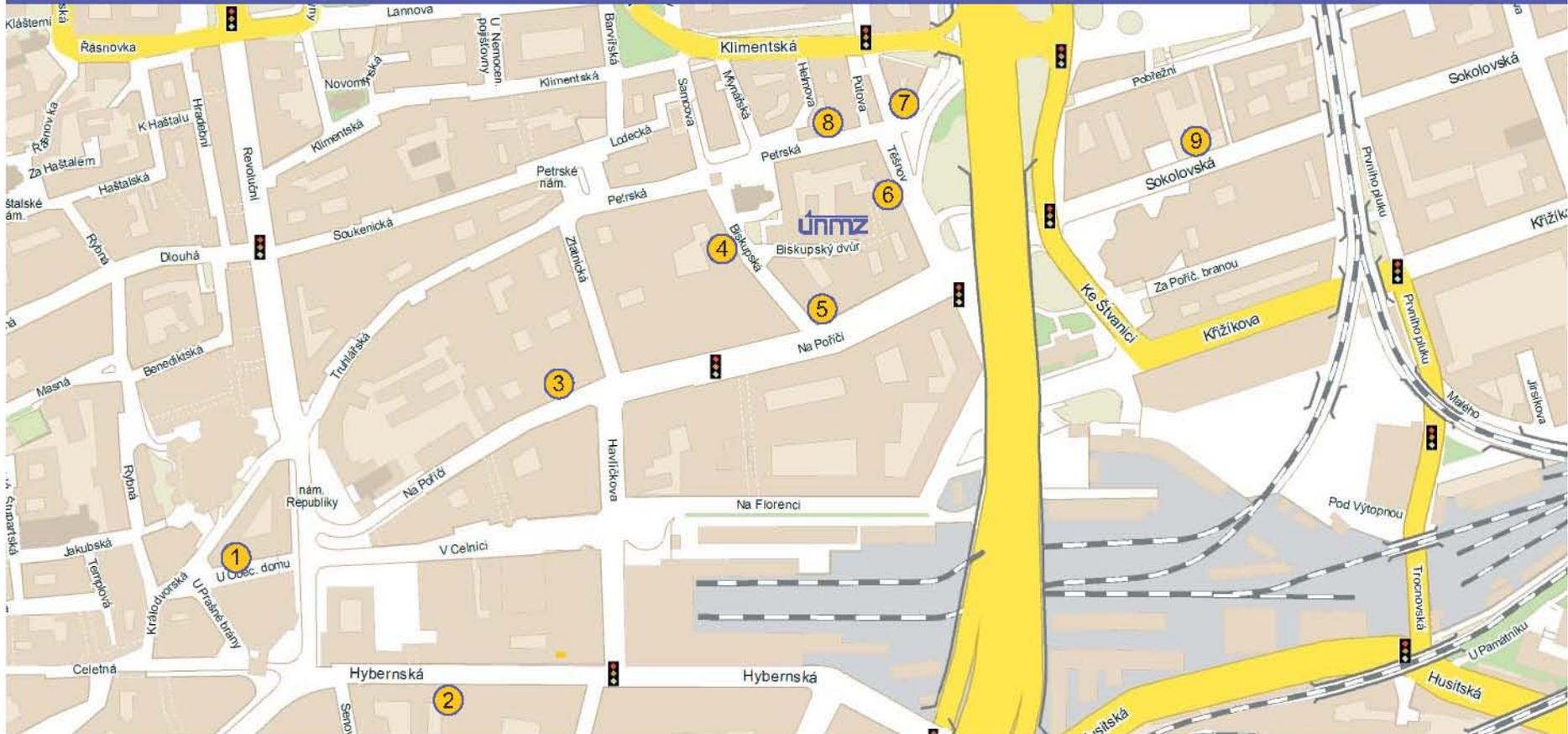
Petrská 31, Praha 1
Tel 271 090 847
Single: 1400 - 1700 CZK + VAT
Double: 1600 - 1900 CZK + VAT
Breakfast: Included
reception@embassy.euroagentur.cz
www.arthotelembassy.com

9 Jurys Inn Prague *****

Sokolovská 11, Praha 8
Tel 226 222 600
Fax 226 222 610
Single: 2150 CZK + VAT
Double: 2475 CZK + VAT
Breakfast: Included
jursinnprague@jursinns.com
www.jursinns.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 UNMZ 2013



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|---------------------|-------------------|--------------------------|
| ① Pariz ***** | ④ Bila labut **** | ⑦ Opera **** |
| ② Meteor Plaza **** | ⑤ Harmony *** | ⑧ Arthotel Embassy ***** |
| ③ Atlantic *** | ⑥ Merkur *** | ⑨ Jurys Inn Prague ***** |

ÚNMZ
Czech Office for Standards, Metrology and Testing