

INFORMATION FOR PARTICIPANTS IN MEETINGS AT IAEA HEADQUARTERS, VIENNA INTERNATIONAL CENTRE (VIC)

Transportation from Vienna's Schwechat Airport to Hotels in Vienna

A number of **airport transfer services** operate between the airport and Vienna. Two well-known ones are "Mazur" and "C&K". Mazur has a counter in the airport's arrival hall (the public area), at which you may book for the next car going to the city; it will take you directly to your hotel. The journey costs between €15 and €18 per person, depending on destination. C&K doesn't have a counter but has drivers standing in the arrival hall, on the left-hand side as you enter the public area from the Customs area. C&K charges €25 per car hired (not per person) for the journey.

Another option is the **airport coach**, which departs regularly from the lane outside the arrival hall. It has two routes: one route is to the City Air Terminal at the Hilton Hotel in the 3rd district; the other route is to the city's two train stations (Südbahnhof (10th district) and Westbahnhof (15th district)). The ticket costs €6.00. From the end destination you can take public transportation to your hotel. The airport coach likewise departs regularly from the City Air Terminal (and from the city's train stations) for the airport.

Vienna airport lines offer a coach service **between the airport and the Vienna International Centre** (additional stops at the Hotel Crown Plaza and the Country Inn & Suites) from 07.30 to 19.30 hrs and from the VIC to the airport from 06.25 to 18.25 hrs. The fare is €6 for the one way and €11 for the round-trip ticket. Bus No 183, operating every 90min.

Train service "CAT" between the airport and the City Air Terminal at the Hilton Hotel in the 3rd district (non-stop). The fare will be € 8 for the one way and € 15 for the round-trip ticket. Check-in is already possible at the City Air Terminal. (www.cityairporttrain.com)

Schedule: From the airport to the City Air Terminal: from 06.06 - 23.06 hrs every 30 minutes / from the City Air Terminal to the airport: from 06.07 to 23.07 hrs every 30 minutes.

Taxis and a train service are also available between the airport and the city.

Further information you will also find on: <http://english.viennaairport.com/>

Transportation from Hotels to the VIC

We suggest you take the underground train ("U-Bahn") to the VIC. Tickets may be purchased from the machines in all U-Bahn stations. The machines, which are labelled "**Fahrkarten (auch Wochen und Monatskarten) VOR**", accept euro coins and banknotes and give change in coinage. The following coins are accepted: 10 cent, 50 cents, €1 and €2. The following notes are accepted: €5, €10, €20 and €50.

Numerous types of tickets are available (valid for all public transport in Vienna, not just the underground). Considering the length of your stay, you may wish to purchase the weekly ticket "Wochenkarte", valid from Monday through to 9:00 a.m. of the next Monday, which costs €12.50. (This weekly ticket bears the dates of the calendar week, and the ticket for each new calendar week is sold from the machines starting from the Thursday of the preceding week.)

To select the weekly ticket, press the red button "W" near the bottom, check that the price "12.50" shows in the display (the week number and year will also show), and put banknotes and/or coins into the appropriate slots. The ticket and the change will be deposited into a receptacle lower down.

A single ticket costs €1.50 and can be selected from the same machines, by pressing the top yellow button "Wien Kernzone" (check that the price "1.50" shows in the display).

Recently, new machines have also been installed with a touch-sensitive, multi-lingual screen instead of buttons. The screen gives instructions on the steps to follow.

The weekly ticket does not need to be stamped before commencing your journey. Single tickets do need to be cancelled; the machines are close to the escalators that take you down to the platforms.

Use the red underground train line ("U1") and travel in the direction of "Kagran". Depart at the station "Kaisermühlen – Vienna International Centre" and take the Vienna International Centre exit. Gate 1 of the VIC is a short walk from this exit.

Access to VIC and Registration for Meeting

Inside Gate 1, proceed to the **UN Pass Office** located on your right, to register for your meeting. You will be asked to show a photo identification after which you will receive your VIC grounds pass, for which your photograph will be taken, valid for the duration of the meeting.

Please try to arrive at Gate 1 at least 25 minutes before the start of your meeting. Monday in particular is a busy day, on which most meetings commence, so it is important to allow time for the registration process.

After registration, you can then proceed to the room designated for your meeting.

VIC Facilities

A number of facilities are located in or near the central, round C-building – a **bank** and **post office** (on the 1st floor), a **travel agent** and **newsagent** (on the ground floor, called the "rotunda"). The travel agent, American Express, which is the IAEA's official travel agent, can re-confirm your return flight should this be necessary (it's located just off the rotunda in room COE01). The newsagent in the rotunda sells a variety of tickets for the public transport, as well as newspapers, magazines, postcards and other stationery. The post office on the 1st floor of the C-building sells UN stamps and other items of stationery such as envelopes, poster tubes, tape, string, etc.

On the ground floor of the F-building, the **cafeteria** is open from 7:30 to 10:00 for breakfast and from 11:30 to 14:30 for lunch. The **Donaustadt-Restaurant** (also on the ground floor of the F-building) is open for lunch, and the **coffee bar** on the 7th floor of the C-building serves drinks and snacks from 9:00 to 16:00. The **Cocktail Lounge/Bar** (ground floor of the F-building) is open during lunch and in the evenings until 20:00 (until 19:00 in the months of June, July and August).

If you experience health problems during your meeting, the VIC has a **medical service** that can provide advice and refer you to a private doctor. In addition, a **pharmacy** is available from 12:30 to 16:30 daily. Both are on the 7th floor of the F-building.

The **IAEA Library** on the 1st floor of the F-building is open from 8:30 to 17:30 (to 17:00 in the months of June, July and August).

Public telephones are located in the rotunda (behind the newsagent stand), outside the cafeteria, and on the 7th floor of the C-building in the connecting corridor that leads to the A-building. You can use the internal telephone in the meeting room to dial any VIC extension and any number in Vienna (dial 0 to get an outside line before dialing the Vienna number).

The **City of Vienna's Access Point**, a public Internet terminal mounted on the wall in the rotunda, gives the user information on Vienna plus the opportunity to send email (although a more convenient **email facility** will be available to you on the PCs provided in your meeting room).

A **Lost and Found** service is in the Security Service Duty Office, in room F0E21 opposite the cafeteria; the office is manned 24 hours.

A **dry cleaner** is available on the ground floor of the B-building, open Monday, Wednesday and Thursday from 13:00 to 16:00 hrs, and Tuesday and Friday from 10:00 to 12:00 hrs. It is of limited use to visitors, however, as it does not offer an express service.

IAEA souvenir articles are on sale at the counter on the ground floor of the A-building (opposite the flags) on Tuesdays from 12:00 to 14:00. An electric **shoe-cleaning/polishing machine** is available in the rotunda, situated behind the newsagent stand. A **meditation room** is on the ground floor of the C-building, just off the rotunda in the corridor leading to the D/E-buildings.

Further facilities are available at Gate 1 – a **hairdresser, coffee bar, florist** and **souvenir shop**.