Version 06/02/2019

COUNCIL OF EUROPE
PRACTICAL INFORMATION NOTE
FOR MEETINGS IN STRASBOURG

DIRECTORATE GENERAL I
DIRECTORATE GENERAL HUMAN RIGHTS AND RULE OF LAW

COUNCIL OF EUROPE

Palais de l'Europe

Avenue de l'Europe

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 SQUAIRE 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 **1.75€** and should be bought from the tram machine on the platform.

Emergency call = 18 or 112

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

TAXI

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.

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[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 STRASBOURG[2]

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

Near the Council of Europe
Hôtel Villa d'Est
12, rue Jacques Kablé - 67000 Strasbourg
Tel +33 3 88 15 06 06

Hotel Kléber
29, place Kléber - 67000 Strasbourg
Tel: +33 3 883209535

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[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

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	🅿️+R	Parking relais
15	Numéro et ligne bus	🅿️	Parking voitures
◯	Arrêt bus	🚲	Parking vélos