



BEFORE THE MEETING

Visa Requirements: Please check www.mfa.gov.tr/visa-information-for-foreigners.en.mfa if any visa is required for the passport type you hold.

If a visa is required for entry into Turkey, the official invitation letter is generally sufficient to be used as supporting documentation. If you need any additional documentation for your visa application, please inform us as soon as possible through statistics@sesric.org.

Accommodation: SESRIC have already blocked a number of rooms at Hotel Monec with the following rates:

Hotel Address	Distance from SESRIC	Room Price
Hotel Monec (Boutique, *****) Esat Özoğuz Sokak No: 5 06450 ORAN-Ankara, Turkey Telephone: +90 312 4913030 Email: info@hotelmonec.com.tr Website: www.hotelmonec.com.tr/eng/	400 metres http://goo.gl/maps/eID63	Single Room: 55 USD + VAT (8%) Double Room: 75 USD+ VAT (8%)

If your accommodation is covered by the organization committee, kindly let us know in case of any accompanying person or family member to share the same room with you to make the necessary arrangement. Please note that any surcharge due to the change of the room type from single to double will be paid by the participant to the Hotel. If you wish to stay longer, extra days to be stayed in are at your own expense at the Hotel's normal rates. You are kindly requested to follow the check-in and check-out times of the Hotel and kindly inform the hotel in case you need extra time especially for late check-out.

For self-paid participants, it should be reminded that special rates are only valid for a limited number of rooms based on "first-come-first-served" principle. Hence, the aforementioned rates may not be secured for late applications.

For other hotel options in relative proximity to the meeting venue, you can check popular web sites such as www.booking.com, www.expedia.com, www.hotels.com, www.orbitz.com.



Airport Transfer: Airport transfer will be provided from Ankara Esenboga Airport to hotel and vice versa according to your departure and arrival times.

When you arrive at the international hall, after passport control and baggage pick-up, a person will be waiting for you with SESRIC sign and/or your name. It is strongly advised not to leave the airport until you meet the pick-up person. In case of any inconvenience, please call:

Mr. Orxan NADIROV (mobile: +90 (543) 543 3993)

If you miss the pick-up, participants could also make their own transportation arrangements from Esenboga International Airport (ESB) to their respective hotels. But if SESRIC transfer is missed, the transfer cost will not be reimbursed by SESRIC.

Please visit the following page for more information on airport transportation:

www.esenbogaairport.com/en-EN/Transportation/Pages/AirportTrasnportation.aspx

Boarding Passes: *Participants covered by the organizing committee* should keep their **boarding passes** throughout their trips. Boarding passes will be collected at the registration desk and return boarding passes will be requested as scanned copy once at the end of the return trip.

THROUGHOUT THE MEETING

Badges: Please fill out the sign-in sheet and pick up your badge at the information desk before the Workshop starts on 3 May 2016. The identification badges should be worn by all participants throughout the meeting. You will be guided by staff at the information desk to the conference room.

Working Language: The Arab Conference will be conducted in **English** and to be facilitated through simultaneous translation.

Agenda: The Draft Agenda of the Meeting is enclosed.

LOGISTICS

Foreign Exchange and Credit Cards: The official currency of Turkey is **Turkish Lira (TRY)**. All payments on the territory of Turkey must be done in TRY. The local banks and exchange offices in Ankara provide foreign currency exchange service. But it will be hard to exchange money during the meeting hours due to the meeting schedule.

Hence, we strongly advise you to use foreign exchange facilities of the airport. It is also possible to use the ATMs located in banks, hotels, large shopping centers. The current exchange rates are approximately around:

Exchange Rates	USD/TRY	EURO/TRY
(as of 21 April 2016)	2.82	3.18



Major **credit cards**, such as Visa and MasterCard are accepted at hotels, restaurants, shops, etc. However, some restaurants and small shops accept cash payments only so it's recommended to have some cash in Turkish Liras with you.

Weather: The weather in Ankara in April will be warm with occasional rainy days. Average temperature is around 20 degrees Celsius with maximum / minimum temperatures can be seen around 24 and 7 degrees Celsius, respectively. To avoid from any unexpected weather condition, please check the weather forecast before coming:

www.mgm.gov.tr/en-US/forecast-cities.aspx?m=Ankara

Electricity: Turkey operates on 220 volts, 50 Hz, with round-prong European-style plugs that fit into recessed wall sockets /points.



Prayer Rooms and Times: Praying facilities (Men and Women Masjid) will be available at the venue throughout the conference. If requested, praying rugs and Qiblah directions will also be provided at the hotel.

Date	Fajr	Sunrise	Dhuhr	Asr	Maghrib	Isha
2 May 2016, Monday	04:13	06:00	13:02	16:54	20:03	21:43
3 May 2016, Tuesday	04:12	05:59	13:01	16:54	20:04	21:44
4 May 2016, Wednesday	04:10	05:58	13:01	16:54	20:05	21:46
5 May 2016, Thursday	04:08	05:56	13:01	16:55	20:06	21:47



A Guide to Food in SESRIC Neighbourhood:

Lunch and coffee breaks will be provided at SESRIC during the Conference dates. For dinners, you may prefer to go any of the below restaurants:

Name	Type	Address
Uludağ	Traditional Turkish Kebabs	PANORA Shopping Mall Across SESRIC, Ground Floor
Starbucks	Tea / Coffee / Snacks	PANORA Shopping Mall Across SESRIC, Ground Floor
Sushico	Chinese, Japanese, Thai	PANORA Shopping Mall Across SESRIC, Ground Floor
Timboo	Snacks / Salad	PANORA Shopping Mall Across SESRIC, Ground Floor
Mado	Traditional Turkish Ice Cream & Baklava	PANORA Shopping Mall Across SESRIC, 2nd Floor
Günaydın Restaurant	Hamburgers / Turkish Traditional Kebabs / Döner	PANORA Shopping Mall Across SESRIC, 2nd Floor
Panora Food Court	Various fast food alternatives	PANORA Shopping Mall Across SESRIC, 2nd Floor
Fırıncı Orhan	Breakfast / Turkish Bagel	Oran Mah. Kudüs Cad. No:1/C, 06450 (On the left hand side of PANORA Shopping Mall)
Dönerci Ali Efendi	Traditional Döner Kebab	Park Oran Ofis 180/Y No:65 (On the left hand side of PANORA Shopping Mall)
Cihan Kebab	Traditional Turkish Kebabs	Park Oran Ofis No: 61 (On the left hand side of PANORA Shopping Mall)
Tavacı Recep Usta	Traditional Turkish Kebabs	Güzeltepe Mh., 747. Sk (3. Sk.) No:9, Dikmen, Çankaya
Saray Köfte Balık	Traditional Turkish Meatball and Fish	Konya Yolu, Yelken İş Merkezi. No: 139 (Next to Memorial Hospital)
Fevzi Hoca	Fish	Beştepeler Mahallesi, Söğütözü Cad. 8/6 Söğütözü, Çankaya



VISIT ANKARA

Brochures including information about shopping areas, sightseeing and other hotels can be accessed via:

www.ankaraka.org.tr/en/publication.asp?id=36

www.insightguides.com/destinations/europe/turkey/ankara/overview

You can also find some essential information about Ankara on the official tourism portal of Turkey:

www.goturkey.com/en/city/detail/ankara

Emergency Numbers:

Ambulance: 112

Police: 155

Fire: 110

CONTACT INFORMATION

For Meeting Logistics

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For Ticketing and Airport Transfer

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