



European Business & Innovation Centre Network



EBN 25th ANNIVERSARY

27-28 JANUARY 2010 BRUSSELS

Info pack – Brussels

Dear participants,

In this document you will find all the necessary information to help you find your way in Brussels.

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EBN-European BIC Network

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 E-mail: ebn@ebn.eu - www.ebn.eu

EBN 25th Anniversary

- Date** - Wednesday 27th January 2010
- Venue** - **Palais des Académies**
rue Ducale / Hertogsstraat 1
1000 Brussels - Belgium
- Time** - 17.00 to 21.00
- Agenda** - Cf. EBN 25th Anniversary programme in annex
- Registration** - Registration should be sent to Emmanuelle Pastor by email epa@ebn.be or fax +32 2 772 95 74, **Friday 22nd January the latest.**

EBN EU Projects Seminar

- Date** - Wednesday 27 & 28 January 2010
- Venue** - **Palais des Académies**
rue Ducale / Hertogsstraat 1
1000 Brussels - Belgium
- Time** - Cf. EBN EU Projects Seminar programme in annex
- Agenda** - Cf. EBN EU Projects Seminar programme in annex
- Registration** - Registration should be sent to Emmanuelle Pastor by email epa@ebn.be or fax +32 2 772 95 74, **Friday 22nd January the latest.**

How to reach Brussels?

BY PLANE

Brussels Airport

BE-1930 Zaventem

Brussels International Airport is at Zaventem, 14 km from the city centre. Information can be obtained by phone, Tel: + 32 (0) 2 753 42 21 / + 32 (0) 2 723 31 11

Flight information: <http://www.brusselsairport.be/en/flightinfo/>

BY TRAIN

Belgium train companie: Société nationale des Chemins de Fer belges (SNCB)

There are five main stations serving the Brussels-Capital Region, all interlinked.

For all information concerning passenger transport in Belgium and abroad, T (0)2 528 28 28

National traffic: 7 a.m. -9.15 p.m.

International traffic and reservations, Eurostar; TGV, Thalys Info: 8 a.m. - 8 p.m.; WE: 9 a.m. - 5.30 p.m.)

www.sncb.be

The main stations:

CENTRAL STATION
Carrefour de l'Europe 2 - 1000

NORTH STATION
rue du Progrès 85 - 1210
For Amsterdam

SCHUMAN STATION
Rond-point Schuman - 1040
Serves European institutions

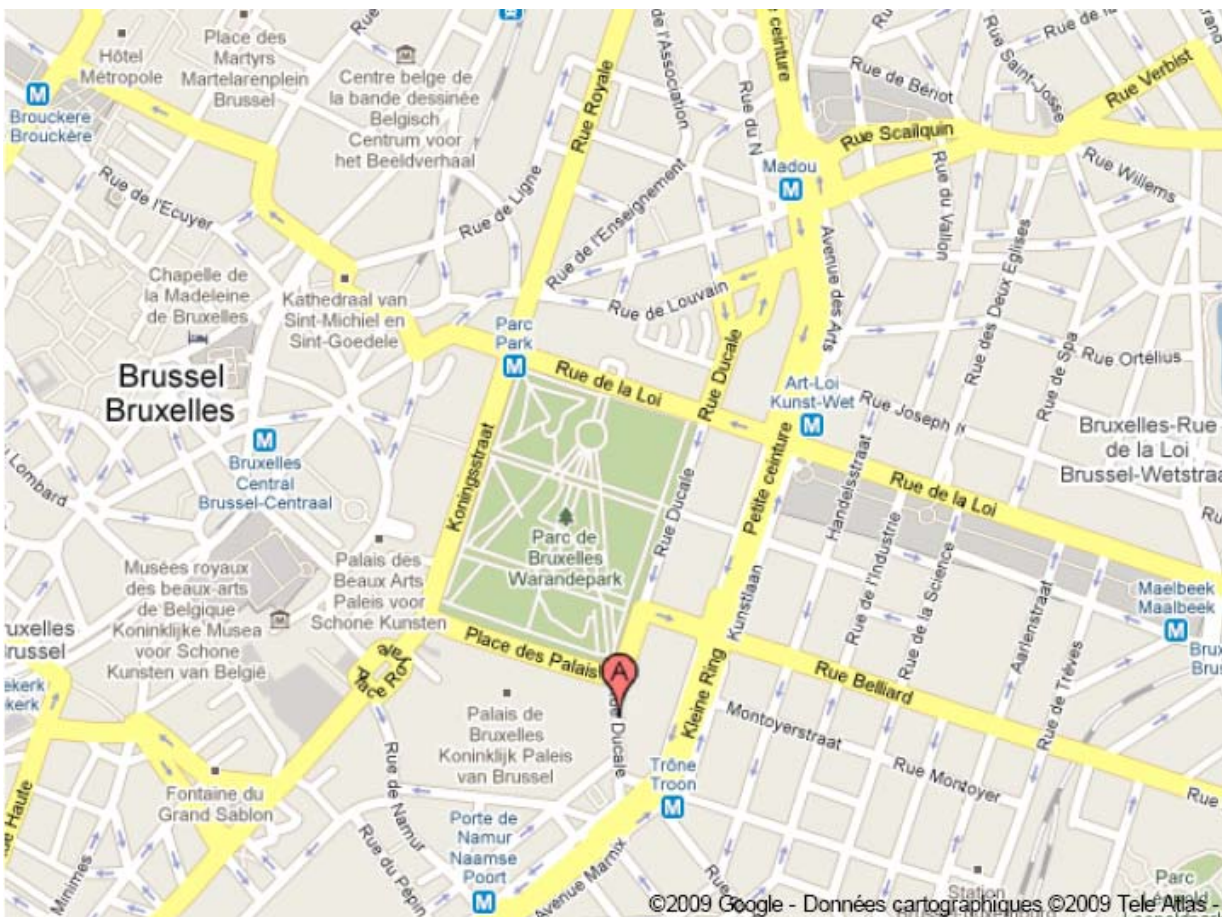
SOUTH STATION
rue de France 2 - 1070
For London: Eurostar
For Paris: Thalys
For France: TGV

LUXEMBOURG STATION
place du Luxembourg - 1040
For Luxembourg

Getting to the venue

Palais des Académies
rue Ducale / Hertogsstraat 1
1000 Brussels – Belgium

The Palais des Académies is located in Brussels center by the Palais Royal, close to the EU district.



By car:

- For an exact itinerary we recommend using www.mappy.be.

By Taxi the airport:

- The Palais des Académies is approximately 25 minutes from Brussels National Airport at Zaventem by taxi. Expect delays of up to 1 hour at the airport in getting a taxi during peak morning hours. In the evening during peak traffic hours leave approximately 1 hour to reach the airport. Price: approximately €30 (2008) one way.

By Train / bus:

- Take the train from the airport to Brussels Central Station (approximately 20 minutes. Price: approximately €3 one way. Ticket validated on train).
- At central station follow the signs for the bus 38. Take the bus 38 direction HEROS, and get off at the TRONE stop (approximately 7 minutes). From there cross Boulevard du Régent. You are now on rue Ducale. The Palais des Académies is on your right hand side (Price: single metro/bus tickets costs approximately €2 and can be purchased on the bus or from vending machines and at cashier desks. Validate tickets at entry to metro. Valid for 1 hour also for trams, buses etc.)

For up to date travel information from **Brussels airport** visit:

http://www.brusselsairport.be/en/parking_transport/to-and-from/

For information on **Brussels transports and planning your itinerary** please refer to the Brussels city transports website: <http://www.stib.be/index.htm?l=en>. The website provides clear information illustrated with maps.

Recommended hotels and conditions

Here is a selection of hotels. In order to benefit from these **preferential rates**, please fill in the hotel booking form available online, <http://www.resotel.be/ebn>, and send it via email to Resotel, laure@resotel.be.

VILLA ROYALE ***

Rue Royale 195, 1210 Brussels

Metro station: Botanique

Located in the centre the Hotel Villa Royale offers you a personalized and efficient service. All 45 rooms are modern and comfortably equipped. A free wifi connection is available in all rooms. For more information please refer to the link indicated above.

APART'HOTEL CITADINES TOISON D'OR ***

Avenue de la Toison d'Or 61-63, 1060 Brussels

Metro station: Porte Louise

This Apart'hotel is located near the Porte Louise. This modern building offers you the choice between 112 fully equipped serviced apartments ranging from a studio to a 3-room flat for 6 people, or 41 hotel rooms under the Prestige formula. Reception is open round-the-clock, and a breakfast lounge and private inside parking are at your disposal. In addition to the regular Citadines services, a fitness centre, a sauna and table-tennis facilities will help you relax. For more information please refer to the link indicated above.

THON HOTEL CITY CENTRE ****

Avenue du Boulevard 17, 1210 Brussels

Metro station: Rogier

The Thon Hotel City Centre is located next to the Place Rogier in the city centre. The hotel offers 454 fully air-conditioned rooms with all modern facilities. Descend into the lobby filled with comfortable furnishings, which lead to the atmospheric bar and lounge Spitsbergen, for a quick bite and a drink, a game of pool or to taste our large choice of Belgian Beers. Metro station 'Rogier' at 50 metres. Large underground parking. For more information please refer to the link indicated above.

RENAISSANCE BRUSSELS ****

Rue du Parnasse 19, 1050 Brussels

Location: close to Place Luxembourg – 10 min. walk to the venue

The full-service Renaissance Hotel is situated in the Quartier Leopold just a short walk from the European Parliament. Its 262 stylish and spacious rooms offer all modern comfort. The hotel is entirely non-smoking. For more information please refer to the link indicated above.

STANHOPE HOTEL *****

Rue du Commerce 9, 1000 Brussels

Location: Centre EC – 6 min. walk to the venue

The Stanhope Hotel offers a range of elegant rooms in a city centre location near Square de Meeûs. After an extensive renovation and enlargement of the property in the last few years, the hotel now consists of 108 guestrooms including 2 apartments, all of which are decorated in a charming English style. The hotel also offers a gastronomic award-winning restaurant The Brighton. This boutique hotel provides an exclusive and personalised service. For more information please refer to the link indicated above.

General conditions for booking

Contact: Laure Fassiaux, Group & Seminar Coordinator

laure@resotel.be | www.resotel.be

Phone: +32 (0)2 777.01.58 | Fax: +32 (0)2 779.39.00

Resotel - 6 avenue E. Van Nieuwenhuyse | B-1160 Brussels

You are advised to **book your room before January 4th 2010** via the following link: <http://www.resotel.be/ebn>. After that date, hotel reservations will be subject to the availability of the hotel.

Valid credit card details (name card holder, number, expiry date & CVV code) must be given when making a booking request in order to guarantee and secure the requested hotel reservation. In absence of those credit card details by 1 PM (local time), the last working day prior to the expected arrival day, RESOTEL reserves the right to release your unconfirmed room reservation.

Payments for all room bookings are to be settled with the hotels directly (upon departure).

All cancellations of reservation must be done in writing to RESOTEL the latest 96 hours prior to the confirmed arrival. In case of a late cancellation (within the previously mentioned term) the hotel will be entitled to charge

you, as penalty, the amount equal to the previously confirmed stay. The cancellation request will only be valid if approved by RESOTEL in writing.

If the confirmed guest(s) do(es) not show up at the confirmed arrival date (no-show), the entire stay booked will be charged and the room(s) will be kept for your guest(s) until noon the day following your expected arrival date. Afterwards the room will be offered as freely available.

In case of an early departure, the remaining night(s) can be charged.

Modifications, as well as cancellations, are not accepted via phone, all must be done in writing to RESOTEL.

For larger delegations participating at the event, as of 8 rooms (7+1), group conditions will become applicable. The general terms & conditions will be provided by RESOTEL, at the time, to the requesting delegation.

At any time, if the proposed hotels do not meet one of the subscribers' requirements, the individual participant should not hesitate to contact RESOTEL. We will be glad to suggest her/him any other hotel based on her/his preferences.

More information about Brussels

You can find more information about the city on **Brussels-Capital Region website** (fr, nl, en, de, es):

- **Cultural agenda** of Brussels: http://www.bruxelles.irisnet.be/en/infos/infos/agenda_culturel.shtml
- **Tourism** in Brussels: <http://www.bruxelles.irisnet.be/en/tourismeloisirs.shtml>

More information can also be found on the website of **Brussels International** tourist information office: <http://www.brusselsinternational.be/>

Contacts

EUROPEAN BUSINESS & INNOVATION CENTRE NETWORK (EBN)

For any queries regarding logistical arrangements, please contact:

Ms Silvia DE PASQUALE, Events Manager
Tel. : +32 2 761 10 89 / Fax +32 2 772 95 74
Email: sdp@ebn.be

Ms Emmanuelle PASTOR, Events Assistant
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