



**CEREMONY “A WELCOME TO THE EURO”
Brdo pri Kranju, Ljubljana, SLOVENIA
15 January 2007**

**INFORMATION ON MEDIA ARRANGEMENTS
(13 January 2007)**

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Accreditation

Applications for accreditation can be completed also on the spot, but the preparation of badges may take up to 15 minutes.

Accreditation badges will be available for collection at the Media Accreditation Office in Cankarjev dom (Foyer II; access from Šubičeva street and then under the Maximarket department store) on Sunday, 14 January from 12:00. They may be collected personally on presentation of an I.D. card or passport and a valid press card (or letter of accreditation from a recognized media organisation), which should be presented at any time upon request of security personnel.

Opening hours of the Media Accreditation Office:

Sunday, 14 January 12:00 - 20:00

Monday, 15 January 09:00 - 18:00

Accreditation contact person

Irena Kogoj

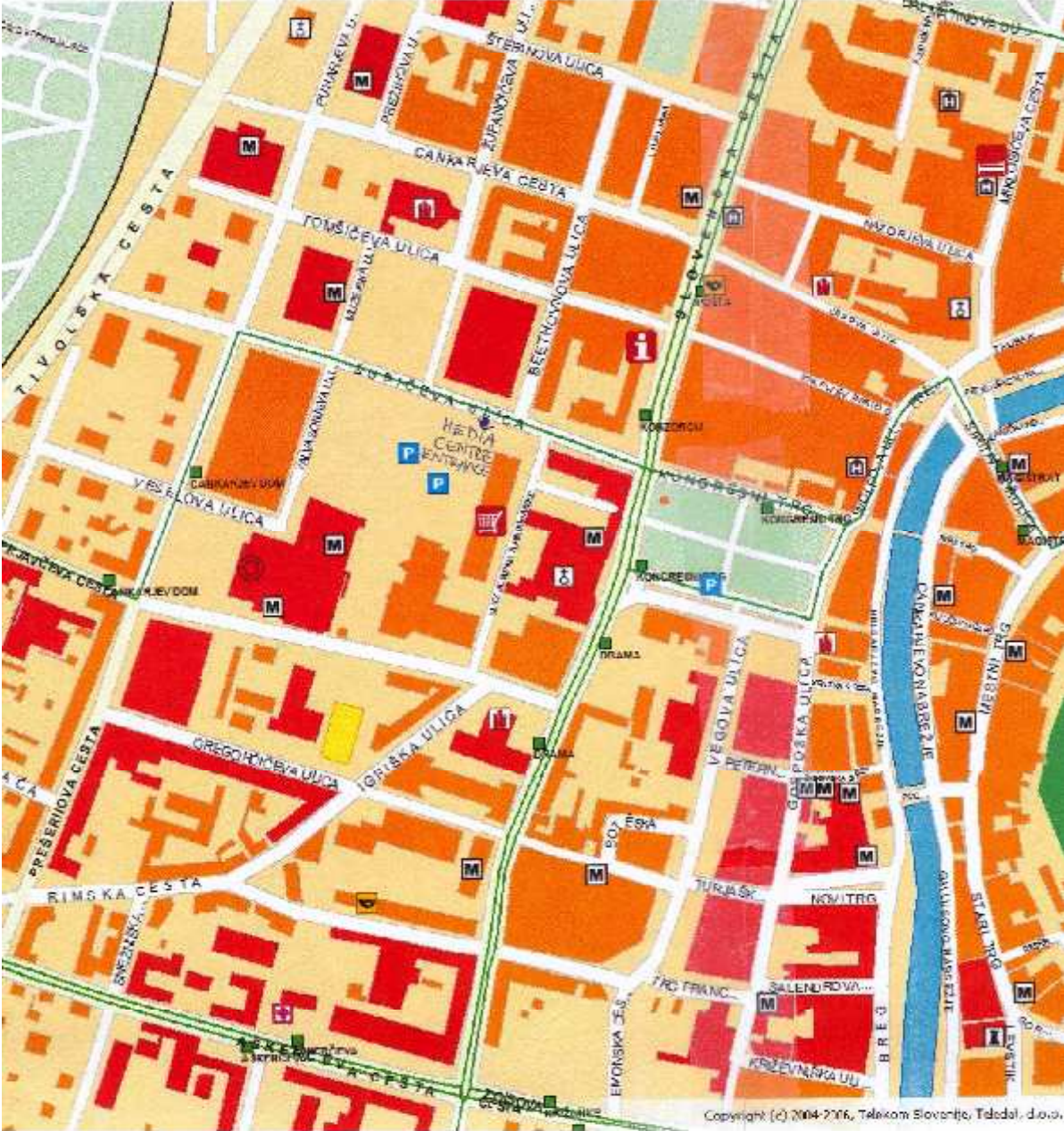
Mobile: + 386 51 390 405

Locations

Bled (Grand Hotel Toplice) is the venue of the luncheons hosted by Prime Minister of Slovenia Mr Janez Janša for Heads of State and/or Government.

Brdo Castle is the venue of the luncheons hosted by Slovene Minister of Finance Andrej Bajuk.

Cankarjev dom is the venue of the ceremony “A welcome to the Euro” and the location of the Media Centre.



Programme and pools

The final media programme will be available upon accreditation.

Key documents such, as speeches will be available at the Info Desk in the Media Centre.

Since space inside Grand Hotel Toplice, Brdo Castle and Gallus Hall (Cankarjev dom) is both limited and restricted, access to certain events, mostly photo - opportunities, will be arranged on a pre-allocated pool basis.

For photo opportunities at Grand Hotel Toplice and Brdo Castle special bus transfer from the Media Centre will be organised. More at Info Desk in the Media Centre.

Each pool card will be valid for one person only and for one event. Full information about obtaining pool cards can be found at the Info Desk in the Media Centre.

Once pool cards have been distributed, journalists holding them will only gain access to the actual events in a group, accompanied by pool assistants. Pool participants should therefore assemble punctually at the designated pool meeting point, clearly signposted next to the stairways in the Media Centre.

Media Centre

The Media Centre will be located in the Cankarjev dom - Foyer II, Prešernova Street 10, Ljubljana and could be accessed from Šubičeva street (under the Maximarket department store).

For media representatives arriving by car a very limited public parking place at Trg republike (opposite the Parliament building) will be available.

In the direct vicinity of the Media Centre there are several bus stops (lines Nr. 1, 3, 6, 9, 14, 19). The Ljubljana bus station and the Ljubljana railway station are both less than 15 minutes' walk away.

Members of the press arriving by taxi should tell their drivers they can be dropped off near the Media Centre entrance (corner Slovenska - Šubičeva Street).

The Media Centre will be operational on the following hours:

Sunday,	14 January	12:00 - 20:00
Monday,	15 January	09:00 - end of operations

The media working area will comprise 10 desktop computers, 190 laptop computer outlets, printing, and copying and other facilities. Laptop computers will need to be equipped with RJ 45 plugs in order to be able to connect to the high-speed communication network. Additional 10 ISDN and 5 analogue plugs for modem connections will be also provided.

Telephone and fax services will be provided at all times free of charge.

The IT Support staff will provide assistance in case of technical problems with the IT facilities at your workstation.

Several "sitting corners" for separate interviews and several backdrops with the event's logo will be available in the Media Centre as well as one stand-up position outside of Cankarjev dom.

Free drinks and snacks will be available during Media Centre opening hours.

Throughout the event, a Closed Circuit TV network will broadcast the arrivals of the delegations and the ceremony in the Media Centre and information will also be disseminated to the media via CCTV.

Other TV monitors, showing various news channels and networks, will also be available.

Radio and Television

Host Broadcaster satellite uplink truck and O.B. van will be parked close to the Media Centre.

The Host Television Broadcaster, TV SLO, will provide recorded coverage of arrivals of delegations, beginning of both luncheons, live coverage of the ceremony as also the technical assistance.

The Host Radio Broadcaster, RA SLO, will provide the technical assistance.

For any other enquiries, the Host Broadcaster Office will be also located in the Media Centre.

Contact:

Host TV

Marko Petretič

Telephone: +386 1 475 36 85

Fax: +386 1 475 36 84

Mobile: +386 41 697 295

E-mail: marko.petretic@rtvslo.si

Contact:

Host RA

Igor Otavnik

Telephone: +386 1 475 26 75

Mobile: +386 41 613 468

E-mail: igor.otavnik@rtvslo.si

Host Photographer

Government PR and Media Office will provide various photographs by the Host Photographer. Media representatives could make full use of this photo service. The photos could be downloaded in print quality free of charge from the event website: www.evro.si/en/slo-and-euro/news-events/euro-ceremony/

Contact:

Nebojša Tejić

Mobile: + 386 41 764 212

E-mail: nebojsa.tejic@salomon2000.si

Security

The entire compound will be a security zone. Access to the Cankarjev dom will only be possible for persons displaying a valid badge.

When inside the Cankarjev dom, a valid badge must be worn visibly at all times. Security staff will be instructed to ensure that media representatives only enter areas they are normally entitled to enter unless accompanied by pool assistants, press officers or Delegation liaison officers with the correct badges. Media representatives are requested to co-operate in security checks.

Journalists are also kindly requested not to leave unidentified bags or other objects in areas of the Media Centre where they are not working. Unattended objects will be opened and searched by security officers without notice. Please do not bring luggage into the complex.

Visas

Please check with the nearest Slovenian Embassy or Consulate General regarding visa requirements.

Information is also available on-line by clicking the following link: www.evro.si/en/slo-and-euro/news-events/euro-ceremony/visas/

Accommodation

Media representatives should make their own accommodation reservations.

Information on the hotels is available on-line by clicking on the following link: www.evro.si/en/slo-and-euro/news-events/euro-ceremony/accomodation/

Transport

Media representatives are advised to use their own means of transportation to and from the airport.

“Social Life”

The Government PR and Media Office will host a welcome party for the media representatives on Sunday, 14 January 2007 at 21.00. Location: Cutty Sark Pub, Knafljevo preho 1. Party invitations can be obtained at the Info Desk in the Media Centre.

General information and services

Smoking is only permitted in outside areas.

A cash dispenser (ATM) is located just outside of the Media Centre.

Electricity in Slovenia is 220V and plugs have two round pins.

Useful Numbers

- Country code: +386
- Area code: 01
- Emergency number outside the venue: 112
- Hospital: +386 (0) 1 522 5050
- Flight information:
Ljubljana Airport: +386 (0) 4 206 1000
www.lju-airport.si
- Ljubljana taxis: +386 (0) 1 200 09 90/99
+386 (0) 1 433 3444
+386 (0) 1 518 3002
+386 (0) 1 544 1190
+386 (0) 1 521 1000
- Public transport information:
+386 (0) 1 582 2460
- General traffic information:
+386 (0) 1 530 5300