5th GLOBAL SUMMIT ON CITY TOURISM
“Cities: Local Culture for Global Travellers”

1-2 November, 2016 Luxor, EGYPT

Information Note
INTRODUCTION

This information note provides details on administrative and logistical arrangements, along with other relevant information pertaining to your participation in the 5th UNWTO Global Summit on City Tourism. The information note is subject to change and will be updated.

1. GENERAL INFORMATION

The official website of the Summit is:

http://destination.unwto.org/event/5th-global-summit-city-tourism

The working languages of the Summit will be English, French, Spanish and Arabic. Simultaneous interpretation will be provided in these languages. At the entrance of the conference hall, headphones will be distributed and should be returned at the end of each session.

For more information please contact:

<table>
<thead>
<tr>
<th>World Tourism Organization (UNWTO)</th>
<th>Ministry of Tourism of Egypt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Sascha Stange</td>
<td>Ms. Omayma El Husseini</td>
</tr>
<tr>
<td>Destination Management &amp; Quality Programme</td>
<td>Liaison officer</td>
</tr>
<tr>
<td>C/ Capitán Haya 42, 28020 Madrid, Spain</td>
<td>Misk Travel Tower Al Abasseya Square</td>
</tr>
<tr>
<td>Tel: +34 91 567 82 28</td>
<td>Tel: + (202) 2683 8777</td>
</tr>
<tr>
<td>Fax:+34 91 571 37 33</td>
<td>Email : <a href="mailto:o.elhusseini63@gmail.com">o.elhusseini63@gmail.com</a></td>
</tr>
<tr>
<td>Email : <a href="mailto:destination@unwto.org">destination@unwto.org</a></td>
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2. PARTICIPATION

2.1 Inscription

The participation in the Summit is free of charge but registration is obligatory. Participants are kindly requested to register online.

Moreover, the participants shall need their online registration confirmation in order to collect their conference badges at the registration counters on 1 November (8:00-18:00) or 2 November (8:30-12:30) located in the main venue, the Sonesta St. George Hotel Luxor. Participants must wear the badge in order to attend the sessions and other events taking place during the Summit.

Please note that registration will be closed once the number of participants reaches 350. The deadline for online registration is 31 October 2016.

2.2. Visas

Visas will be required for participants from countries whose nationals require a visa to enter Egyptian territory. For a detailed list of visa requirements, delegates are requested to visit the following web page:


For more information on visas and the list of diplomatic and consular missions of Egypt with their respective countries of jurisdiction, as well as on countries whose nationals require a visa or are exempt from such requirement, visit the website of the Ministry of Foreign Affairs, at:

http://www.mfa.gov.eg/English/Embassies/Pages/Listing.aspx
3. PROGRAMME

3.1 Venue
The Summit will be held on 1 and 2 November 2016 in the Sonesta St. George Hotel Luxor:

- The Opening Ceremony and the Sessions on Tuesday 1 November will take place from 11:00 – 17:30.
- The Sessions of Day 2, the Technical Conclusions and the Closing Ceremony will be held on Wednesday 2 November from 9:00 – 13:00 in the same venue and be followed by a Lunch.

3.2 Sessions and Speakers
The preliminary programme is available under the following link: http://destination.unwto.org/content/summit-programme-2

The biographies of all speakers will also shortly be published on the Summit’s website.

3.3 Social Event, Technical Visit and Pre- and Post-Event Arrangements
Please note that the local organizers invite all registered participants to a Welcome Dinner on 1st November at 20:00 at the Luxor Temple. Transport from the Summit venue to the Temple and back to Luxor will be provided.

Furthermore, a Technical Visit will be offered free of charge to all participants after the closing of the Summit at 15:00. Participants are kindly requested to register for the visit while doing their online inscription and can find more information on the Technical visit here.

The local hosts have also prepared travel packages for accompanying persons and for those that would like to extend their stay. Please find the arrangements here.

4. AIR TRANSPORT

4.1 Special Discounts
The Star Alliance1 member airlines are pleased to be appointed as the Official Airline Network for the 5th Global Summit on City Tourism.

SAVE UP TO 20% ON TRAVEL WITH THE STAR ALLIANCE NETWORK

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1 http://www.staralliance.com/en/home
Registered Summit participants plus one accompanying person travelling to the Summit qualify for a discount of up to 20%, depending on fare and class of travel booked.

The participating airlines for this Event are: ANA, Adria Airways, Aegean Airlines, Air Canada, Air China, Air India, Air New Zealand, Avianca, Croatia Airlines, EVA Airways, EgyptAir, Ethiopian Airlines, Scandinavian Airlines, Shenzhen Airlines, South African Airways, TAP Portugal, THAI, Turkish Airlines and United.

Discounts are offered on most published business and economy class fares, excluding website/internet fares, senior and youth fares, group fares and Star Alliance Round the World fares.

To obtain the Star Alliance Conventions Plus discounts please visit Conventions Plus online booking tool: http://conventionsplusbookings.staralliance.com/trips/StarHome.aspx?meetingcode=MS01S16

The following Star Alliance airlines are offering special discounts for travel to/from Japan: Special Offers for Japan are available from: Air New Zealand, Turkish Airlines.

To obtain these discounts for travel to/from Japan please contact the respective Star Alliance member airlines' booking office. Contact details can be found on http://www.staralliance.com/convention-delegates under “Conventions Plus Booking Contacts”.

Please quote the following Event code MS01S16 for ticket reservation

4.2 Instruction for Purchasing Tickets via Travel Agents

If you prefer to book your travel with a travel agent, provide the following access codes (in addition to the Event Code) for issuance of the tickets:

Amadeus FQD QMXQMY/R, U/A(Carrier Code)
Galileo FD QMXQMY/(Carrier Code)
Sabre FQ QMXQMY- (Carrier Code)
Sita FSD QMXQMY/(Carrier Code)/(Currency Code)
Worldspan 4FQMXQMYSR-(Carrier Code)
Product Code CONVPLUS

The Event Code MS01S16 must be inserted in the ticket tour code box.

5. RECEPTION AT THE AIRPORT AND TRANSFERS

The authorities of the host country will organize a reception service for participants at the Luxor International Airport.

A help desk will be also available at Cairo airport to assist participants to make their connection and take the flight to Luxor.

From 29 October to 3 November, participants will be provided with a free shuttle service upon arrival and departure between the Luxor International Airport and the main hotels. To avail of this service, arrival and departure information must be provided when completing the online registration form.

To enable the Egyptian authorities to properly organize the welcome and shuttle services, participants must complete and submit the online registration form (http://destination.unwto.org/webform/registration-city-tourism-summit) indicating their arrival and departure flight information and their accommodation details, before 30 September 2016.

2 The shuttle service will operate only to the hotels listed in this note.
UNWTO is not responsible for accommodation arrangements.

The Luxor hotels listed below are offering special rates. Travco, the Travel Company of Egypt, will be in charge of handling hotel reservations. Participants are kindly advised to make their bookings by contacting this company.

A limited number of rooms will be blocked at the hotels only until 15 October 2016. After this date, availability cannot be guaranteed.

### Agency in charge of hotel reservations for the Summit

<table>
<thead>
<tr>
<th>Agency</th>
<th>Contact person:</th>
<th>Business Unit Director</th>
<th>Tel.:</th>
<th>Mob.:</th>
<th>E-mail:</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travco</td>
<td>Mrs. Nevine Fawzi</td>
<td>MICE &amp; Special Groups</td>
<td>+20238541029 / +20238541041 / +20238541030 / +201229191133</td>
<td>+201229191133</td>
<td><a href="mailto:UNWTO.luxor@travco.com">UNWTO.luxor@travco.com</a></td>
<td><a href="http://www.travcotravel.com">www.travcotravel.com</a></td>
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### Hotel List

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Type of Room</th>
<th>Single Room (including VAT and breakfast)</th>
<th>Double Room (including VAT and breakfast)</th>
<th>Journey time by bus to the venue</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nile view</td>
<td>75$</td>
<td>85$</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Suites</td>
<td>175$-400$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>*<em>Sonesta St. George Hotel - Luxor (5</em>)**&lt;br&gt;Corniche El Nile Street&lt;br&gt;Luxor, Egypt&lt;br&gt;<a href="http://www.sonesta.com/luxor">http://www.sonesta.com/luxor</a></td>
<td>Standard</td>
<td>80$</td>
<td>120$</td>
<td>(Venue)</td>
</tr>
<tr>
<td></td>
<td>Deluxe</td>
<td>130$</td>
<td>170$</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Suites</td>
<td>250$-750$</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Suites</td>
<td>300$-1,000$</td>
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7. PRACTICAL INFORMATION

Currency
The official currency of Egypt is the Egyptian pound (EGP). The exchange rate applicable in August 2016 is approximately 1 EUR to 9.93 EGP.

Banks are open Sunday to Thursday from 8:30 to 14:00. Throughout Luxor there are currency exchange offices, which are clearly marked. There is also a currency exchange service in hotels. The city has numerous ATMs and shops accept major credit cards.

Language
In addition to Arabic, English is spoken in Luxor in most touristic sights & places.

Climate
In late October and early November, Luxor enjoys warm days and mild evenings. The average maximum temperature is 29 ºC and the average minimum is 17 ºC.

Local time
Local time in Luxor is UTC/GMT +2 hours.

Electric power
Electric power in Luxor is 220 volts, 50 hertz alternating current. Outlets take plugs with two round pins. In any case, most hotels have adaptors for different plug types. Please make sure that the electrical devices you will be using (computers, mobile phone chargers, electric shavers…) are suitable for this voltage, otherwise, transformers or batteries are advisable.

Health requirements and precautions
No vaccinations are required to enter Egypt.

Medical services
Luxor has a good network of health centres (primary care services) and hospitals. The venue of the meeting will have a medical service providing first aid.

Telephone
The international code of Egypt is +20. Most foreign mobile phones work in Egypt.

Tourist Information
Tourism information on Egypt: http://en.egypt.travel/
Tourism information on Luxor: http://en.egypt.travel/city/index/luxor

Useful telephone numbers
- Luxor Airport Tourism Office (095)-237 2306
- Ministry of Tourism Office Luxor (095)-237 3294
- Tourism Police: 126
- Police: 122
- Fire Service: 180
- Ambulance: 123
- Flying Hospital Service 377 663 93/2
- Telephone Guide : 140
- Luxor Airport Information: (095)-237 4655