



**Ministerial Conference**  
“Toward Climate Summit in Paris 2015, challenges for the CEI Member States”  
Hotel Holiday Inn, 6 November 2015 Skopje, Republic of Macedonia

## INFORMATION NOTE

### MEETING

#### VENUE

The conference “Toward Climate Summit in Paris 2015, challenges for the CEI Member States” will be held on 6<sup>th</sup> of November 2015 at hotel **Holiday Inn**, conference hall “*Millenium*”.  
Address: Mosa Pijade Str.2, Skopje 1000, Republic of Macedonia. Telephone number of the hotel: +38923292929.  
The meeting room “*Ohridska*” will be at your disposal for bilateral meetings.

#### REGISTRATION

Conference registration starts at 9:30 ends 10:00 on 6<sup>th</sup> of November 2015 in front of the conference hall “*Millenium*”.

#### LANGUAGE

The working language of the conference will be English.

#### INTERPRETATION

English-Macedonian and Macedonian-English interpretation will be provided only for the opening ceremony and also English-Albanian and Albanian-English at the high level segment.

### RECEPTION

The **reception** will be hosted on 5<sup>th</sup> of November 2015. Special invitation will be sent to all expected guests.  
All the delegations need to be present at the hotel lobby in Holiday Inn at 19:30.

The lunch will be offered on 6<sup>th</sup> of November 2015 will be served in the hotel Holiday Inn restaurant “*Iris*”.

If any special dietary request please inform us prior 3<sup>th</sup> of November.





## TRAVEL, AIRPORT TRANSFER, ACCOMODATION

### TRAVEL

The organizer is taking care of all the logistic arrangements. This also includes covering all the travel, accommodation arrangements and meals throughout the whole official part of the conference.

### AIRPORT TRANFERS

Each delegation's attaché will wait for you at the VIP at the airport "Aleksandar the Great", next to a sign of the conference at your precise time of arrival. Official car and driver will wait outside the VIP at the airport "Aleksandar the Great", and will be with the delegation throughout the whole official part of the organization.

### BORDER

The delegations traveling by car will need to confirm their arrival at the border and the information about their plates.

## ACCOMODATION

The accommodation will be covered by the organizers. All the delegations will be accommodated at hotel Holiday Inn.

### CONTACT

For any additional information regarding the logistics, please contact:

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