



HOUSE OF REPRESENTATIVES
Republic of Cyprus



45th BIMR Conference
Limassol - Cyprus, 24 - 27 May 2015

Information for delegates

Official arrival date is Sunday, 24 May 2015 and departure date is Wednesday, 27 May 2015.

Venue & Accommodation

The Conference takes place and delegates are accommodated at:

Amathus Beach Hotel (***)**

75 Amathounta Avenue

4532 Limassol, Cyprus

Tel.: +357 2503 0320

Fax: +357 2583 2540

Email: amathusl@amathushotel.com

Website: <http://www.amathuslimassol.com>

Accommodation on a B&B basis between Sunday, 24 May and Wednesday, 27 May 2015 (3 nights) is covered by the CPA Cyprus Branch.

Delegates wishing to book accommodation at the hotel outside the official conference dates can do so at their own expense and are requested to contact the hotel directly. May is quite a busy month in Cyprus, so please book early!

Please note that for partners/ accompanying persons sharing a double or twin room, a charge of 85 euros per night to cover double occupancy & breakfast is applicable and payable directly to the hotel.

Hotel check-in is at 14:00 and check-out at 12:00. Kindly note on your travel form if you require early check-in and/ or late check-out.

Transport - Arrival and Departure

Please note that transportation is provided for all official functions included in the programme, as well as for the tour. Buses are used for the transportation of all delegations without exception.

The CPA Cyprus Branch does NOT provide transportation to and from the airports. Delegates are requested to make their own arrangements for airport transfers.

IMPORTANT NOTE: The only legal ports of entry to the Republic of Cyprus are the International Airports of Larnaca and Pafos and the ports of Limassol and Larnaca, which are situated in the Government-controlled area of the Republic.

A regular bus shuttle service is available both from and to the airports of Larnaca and Pafos. A one-way ticket to Limassol costs approximately 10 euros both from Larnaca and Pafos airport. For more information you may refer to Limassol Airport Express at <http://limassolairportexpress.eu>, (Tel. +357 9777 9090).

Taxis are also available on a 24-hour basis, from the arrivals terminal of each airport. The price for a single trip from both Larnaca and Pafos airports is approximately 60 euros. You may also pre-book a taxi, by calling the Taxi Office at +357 2465 6195.

Security Arrangements

The House of Representatives provides all necessary security measures during the Conference. All delegates and accompanying persons are advised to wear their Conference badges at all times.

Meals

The cost of all official meals included in the Conference programme is covered by the Cyprus CPA Branch.

Special dietary requirements are catered for, only if participants advise the Cyprus Branch in advance.

Accounts

Delegates are asked to settle their personal accounts at the hotel before departure. Delegates are advised to check the status of their personal accounts regularly.

Deadlines

- Registration Form: Tuesday, 31 March 2015.
- Travel, Spouse/ Partner Information Forms: Friday, 17 April 2015
- Biographical Details: Friday, 17 April 2015

Conference Secretariat

The Conference Secretariat operates a Help Desk at the hotel from 09:00 – 18:00 on 25 and 26 May 2015.

Conference website

A website for BIMR2015 Conference has been set up at <http://www.parliament.cy/easyconsole.cfm/id/1322/lang/en/> and it includes the Conference programme and forms, documents and other relevant information and news, as well as useful links on Cyprus. The website is regularly updated.

Accompanying persons (Spouses/ partners)

The CPA Cyprus Branch does NOT arrange a separate programme for accompanying persons. Accompanying persons have free time during business hours. Meals during the day are their own responsibility.

The accompanying persons fee, covering attendance at the welcome cocktail and the two dinner functions included in the programme, has been set at 120 euros per person. Payments are made upon arrival in cash (euros only) at the Conference Registration Desk situated at the hotel lobby.

Attendance at Functions

It is not necessary for delegates to formally accept invitations to the functions included in the programme. They have been collectively accepted on their behalf. If however, for any reason, a delegate is unable to take part in any event, he/ she is kindly asked to inform the Conference Secretariat the earliest possible.

Family Photograph

The official BIMR2015 photograph will be posted on the Conference website and a copy will be emailed to delegation secretariats after the Conference.

Optional Tour

An optional tour is organised for delegates and accompanying persons on 27 May 2015. An outline of the tour is included in the final programme of the Conference. The tour fee, including coffee break and lunch, has been set at 50 euros per person. Payments are made upon arrival in cash (euros only) at the Conference Registration Desk.

International Observers

The Cyprus Branch is pleased to welcome international CPA observers to the BIMR2015. International Observers are included in all aspects of the Conference programme except the BIMR AGM, taking place on 25 May 2015, in the afternoon.

Medical emergencies

First-aid facilities will be available for the duration of the Conference.

Insurance - personal, accident, medical, baggage and currency loss

Delegates are advised to take out comprehensive insurance to cover possible medical expenses before leaving for Cyprus. Delegates are responsible for their own luggage and currency loss insurance. The Cyprus Branch regrets that it cannot be liable for any loss of luggage, currency or personal effects. Delegates are advised to leave valuables in hotel room safes.

The CPA Cyprus Branch pays for:

Accommodation on a B&B basis between Sunday, 24 May and Wednesday, 27 May 2015 (3 nights) and hospitality during the official days of the Conference.

The CPA Cyprus Branch does not pay for:

- Transfers to/ from the airport
- Use of hotel facilities not covered in the B&B/ WIFI package
- Private entertainment
- Room service
- Drinks except at official functions
- Mini Bar charges
- Phone charges
- Laundry and dry cleaning
- Medical treatment
- Personal insurance
- Airport taxes

Attire

Business suits are appropriate throughout the programme including social functions. Casual attire is recommended for the optional tour on 27 May.

Weather

Weather in Cyprus in May is considerably warm, with the occasional spell of rain. The average lowest temperature is 16°C and the highest is 30°C.

Currency & Banks

The national currency of the Republic of Cyprus is the Euro. Banks exchange bank notes, but not coins. Currency can also be exchanged both at Larnaca and Paphos airports, as well as at the hotel reception.

Banks operating in Cyprus have branches throughout Limassol. Larger branches are located in the city centre. Most banks are open to the public from 08.30-13.30, Monday to Friday.

Shopping hours

Shop opening hours vary depending on their type and location, though shops normally open between 07:00 and 09:00. For the period April 1st – October 31st shops close at 20:00 on Monday, Tuesday, Thursday and Friday, at 15:00 on Wednesday and, at 19:30 on Saturday. This information is valid on the day of printing. For any changes please contact the information desk.

Electricity

The voltage in Cyprus is 240V/ 50 Hz. Electricity plugs used are square three pin plugs. Delegates may need adaptor plugs for their appliances.

Religious Services

Information about places of worship is available from the hotel reception.

Further information or inquiries**Cyprus Branch BIMR2015 team**

- Mrs Evie Stavri-Hadjjianni,
Director, International Relations Service
- Mrs Christiana Solomonidou,
Senior International Relations Officer
- Mrs Avgousta Christou,
International Relations Officer A'
- Mrs Maria Agrotou,
Conference Secretariat,
International Relations Service

Cyprus House of Representatives

Nehru Avenue, 1402 Nicosia, Cyprus

Tel: +357 2240 7310/ 304/ 321/ 434

Fax: +357 2266 8611

E-mail: (1) bimr2015@parliament.cy
 (2) international-relations@parliament.cy
 (3) csolomonidou@parliament.cy
 (4) avchristou@parliament.cy