



Civil-Military Cooperation Centre of Excellence *The Hague*



NATO CIMIC Annual Discipline Conference

Admin Info

16 May 2017
Riga, Latvia

General:

The NATO CIMIC Annual Discipline Conference 2017 will take place on the **16th of May 2017** at the Tallink Hotel, Elizabetes 24, Riga LV-1050, Latvia.

The conference will start on **Monday the 15th May** with an **ice breaker** at the “National War Museum” at **18:00 hours** and will end on Tuesday 16th May around 21:00 hours with a conference dinner.

More details and a link for online registration are on the following pages.

Accommodation:



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WWW.CIMIC-COE.ORG



Rooms at TALLINK Hotel have been pre-booked to a favorable price. It is the responsibility of each participant to do his own booking and in accordance with description before the **22nd of March 2017** to benefit from this discount/offer.

First come – First serve.

Booking later than **22nd of March 2017** the hotels normal prices must be expected.



Tallink Hotel

60 rooms are pre-booked in the period 15-19 May 2017. (For those who also participate in the COI Conference from 17-18 May 2017)

Discount price for one person including breakfast per night = 75 Euro

Normal price = after the 22nd of March 2017 is ≈ 104 Euro.

Booking need to be done on the homepage of the hotel (<https://www.tallinkhotels.com>), with using the **Promo Code: @STRATCOMCIMIC17.**

Using central web based booking systems like: “booking.com” will not accept/not allow the discounted price.

Meals, Facilities and Costs:

The conference fee is **60 €** and includes all administration costs, lunch, dinner, coffee, refreshments water & tea during the conference.

The fee has to be paid in cash upon the start of the ice breaker in Euro.

Please be aware that the currency in Latvia is Euro. ATM's are available in working distance to the conference hotel.

Dress:

During the conference the attire is business casual. The ice breaker and the dinner will be in smart casual.



Applications:

For registration, please follow the link to our online registration:

<http://www.cimic-coe.org/nato-cimic-annual-discipline-conference-2017-riga/>



Point of Contact:

Action Official for the Conference and responsible for all training-/ admin related questions is
OR8 Dennis Müller:

OR8 Dennis Müller

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Mobil: +31 (0) 65 37 26711

E-mail: adc@cimic-coe.org

E-mail: d.b.mueller01@gmail.com (for US attendees)

Read Ahead Package (incl. preparation Discipline Alignment Plan 2017/2018).

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Travel Arrangements:



DIRECTIONS, TRAVEL AND TRANSPORT

The participants are responsible for the cost of their travel to-from Riga and transportation to-from [Riga International Airport](#).

Information about public transportation from Riga International Airport to the city centre is available [here](#).

Bus No 22 will cost 2 EUR per trip (approx. 30 min bus ride to the stop “Autoosta” next to Stockmann shopping centre and about 10 min walk to the hotel). The bus schedule can be found [here](#).

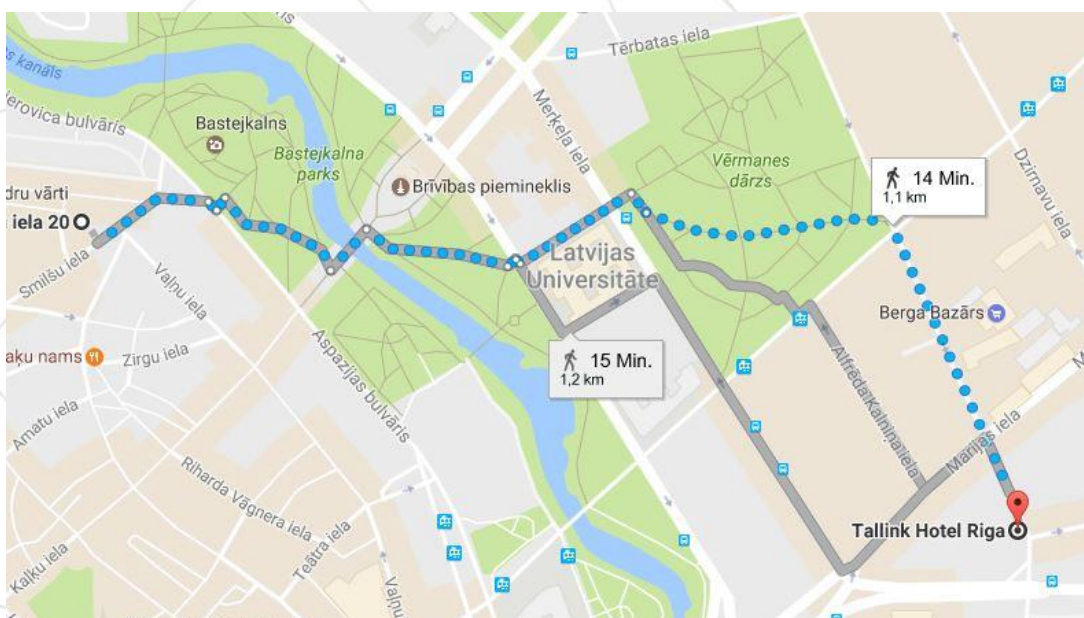
The price for a **taxi** transfer from the Riga International Airport to the centre is about 15 EUR one way (approx. 20-30 min, depending on the traffic). Normally two taxi companies operate outside the “Arrival” area of the airport – “airBaltic taxi” (green cars) and “Red Cab” (red cars). There is no price difference and both companies accept payment in cash (EUR) or by credit card and will provide you with a receipt.

ICE-BREAKER at the National War Museum

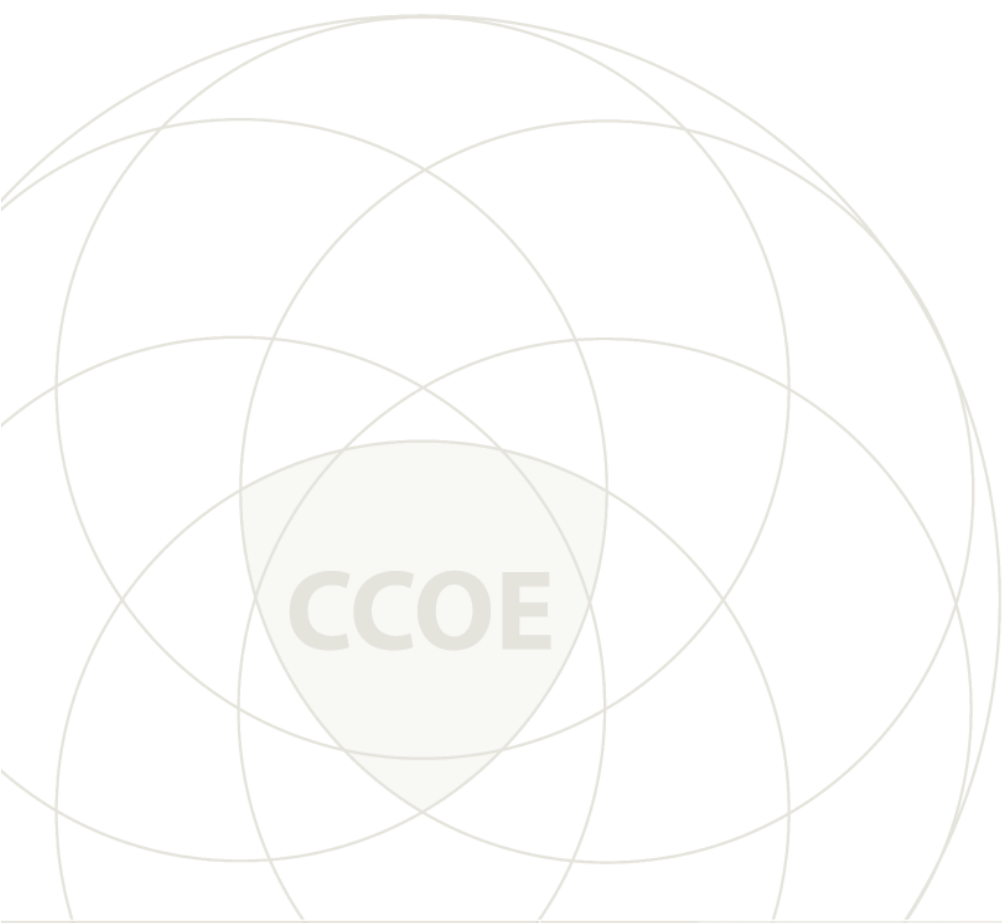
On Monday the 15th of May participants of the Annual Discipline Conference are kindly ask to be present for in-processing and the ice-breaker at the National War Museum at 18:00 hours.

Address: Smilšu iela 20, Rīga, LV-1050, Latvia

Working distance from the Tallink Hotel to National War Museum: 1.1 Kilometers



Your Notes:



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