

## Anna Grand Hotel, Balatonfüred, Lake Balaton, Hungary



The conference will be held at the Anna Grand Hotel in Balatonfüred, a small town with a historic atmosphere located on the northern shore of Lake Balaton. The town looks back on a history of more than two thousand years, as it was inhabited as early as the Roman era. It became truly significant in the 19th century, when it was considered as one of the most important centres of culture and social life in the country. Famous poets, writers and politicians spent their summers and found recreation here. Its attractiveness is due to its beautiful location, the healing power of its carbonated springs and the fine, aromatic wines grown in the uplands.

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Web: [www.annagrand.hu](http://www.annagrand.hu)

### **Group Transportation**

All major European flights arriving at Budapest (Ferihegy) International Airport terminal 1 and 2A and oversea flights upon appointment will be met by minibus to transfer you the 130 km to the Hotel. This transfer service will operate free of charge on the arrival day from 15.00 to 21.00 hours and on the departure day from 6.00 to 13.00.

Please go to the Airport Shuttle desk in the arrival hall of terminal 1 or 2 and ask for the next COST group transfer to Balatonfüred. There will be buses for up to 8 people and the assistant at the desk will guide you

to your minibus. If you have problems to find the Airport Shuttle desk, please call +36 1 296 8555 or +36 1 50 60 700

In order to arrange for an efficient transfer we will require your flight schedule before the event.

Outside these times, participants should take a train or bus from Budapest. You are encouraged to take advantage of the organized transportation, which is included in the conference fee.

## Reaching the Venue

### By air

The nearest international airport to Balatonfüred is Budapest (Ferihegy) International Airport - BUD, Ferihegyi Nemzetközi Repülőtér (pronounced "Ferry-hedge"). It is Hungary's largest airport, located about 16 km (10 miles) southeast of the city center. Ferihegy has two terminals, Terminal 1 and Terminal 2, often called Ferihegy-1 and Ferihegy-2, respectively.

The airport's central telephone number for information is: +36 1 296 9696 or on +36 1 296 7000. Luggage services can be contacted on +361 296 5449 in connection with flights to or from Terminal 1 and +36 1 296 5965 for Terminal 2.

Terminal 1 is used by low-cost airlines both from Schengen and Non-Schengen destinations including:

- Clickair (from Spain);
- EasyJet (from France, Germany, Great Britain and Switzerland);
- Germanwings (from Germany);
- Jet2 (from Great Britain);
- Norwegian Air Shuttle (from Norway);
- RyanAir (from Germany, Great Britain and Ireland);
- WizzAir (from Belgium, Bulgaria, France, Germany, Great Britain, Greece, Italy, Netherlands, Norway, Romania, Spain and Sweden).

The more spacious Terminal 2 is divided in two: Terminal 2A serves all Schengen Area destinations and also used by low-cost airlines Air Berlin (from Germany) and SmartWings (from Czech Republic and Spain). Terminal 2B serves all Non-Schengen Area destinations.

For more information, visit the airport's website:

<http://www.bud.hu/english>

## By rail

There are direct connections to Hungary from:

- all the immediate neighbors: Austria, Croatia, Romania, Serbia, Slovakia, Slovenia and the Ukraine.
- countries slightly further afield: Bosnia and Herzegovina, Bulgaria, the Czech Republic, Germany, Greece, Italy, Poland, Russia, Switzerland and even Turkey.

More than fifty trains a day provide direct links between Budapest and 25 other capital cities. Trains to Vienna run every three hours. International trains operate from the three largest stations:

- Keleti pályaudvar: VIII., Baross tér. Tel: (+36-1) 413 - 4610.
- Nyugati pályaudvar: VI., Nyugati tér Tel: (+36-1) 349-8503
- Déli pályaudvar I. Krisztina krt. 37. Tel: (+36-1) 375-6593

The stations are well connected to each other and to the rest of the city. Keleti and Déli Railway Stations are located on Metro 2, Nyugati Railway Station is on Metro 3. A transfer should not take more than 15 minutes at peak hours.

Frequent trains connect Budapest Déli with Balatonfüred. Allow between 2.5 and 4 hours for the journey, and about **2500HUF** (approx €9) for the one way fare (First Class).

The Hungarian national train company MÁV has an online schedule and pricing site. However, its online booking system is available in Hungarian, only. <http://www.mav.hu/english/index.php>

Intercity (IC) trains are the fastest, and they're up-to-date, well maintained and cleaned. They link the major cities with Budapest. For these trains usually you pay 550 Forints (= 2 EUR) extra fee independently from the distance which includes a seat reservation (not in international ICs, ECs).

Young people (under 26 years) may travel with 33% reduction; students may travel with 50% reduction on the weekends (Friday afternoon included). Children (under 6 years) and retired citizens (from EU countries over 65 years) can travel free except on InterCity trains where the extra fee (reservation) must be paid.

Not all ticket windows at the main terminals accept credit cards so you should check the signs.

Take a taxi from Balatonfüred station to Anna Grand Hotel. The fee is 1500 HUF (approx € 6)

## By road

Budapest International Airport-Balatonfüred is about 160 km. To reach Balatonfüred, please consult [www.viamichelin.com](http://www.viamichelin.com)

If you enter Hungary by car from a neighboring country, ensure that your International Motor Insurance Card is valid for Hungary (H) along with the Vehicle Registration and a Power of Attorney from the owner if the car is not yours.

It is also required to buy a vignette for driving on highways. For cars, there are 4-day, weekly, monthly and annual vignettes. The prices are 1530 HUF, 2550 HUF, 4200 HUF and 37200 HUF. (approx. EUR 5, 9, 15 or 135). No actual stickers are used. The motorway usage entitlement is verified by roadside cameras, based on license plate numbers (to be provided by the buyer upon payment). The only physical item the purchaser receives is a paper slip.

All Hungary's motorways and most of the main roads radiate out from the capital. The M1, M3, M5 and M7 are toll highways, and you must pay the appropriate toll (either at the border or at larger petrol stations) before getting on the road. Road signs conform to continental standards. 24-hour roadside assistance is provided by the Magyar Autóklub (Tel.: +36 1 345 1755), and emergency roadside is available by dialing 188.

## **Accommodation and Meals**

### **Accommodation**

All participants will be accommodated at the Anna Grand Hotel. All rooms have satellite TV, air conditioning, private bathroom, hairdryer and safe. Direct-dial telephones from which international calls can be made are available in all the rooms (calls are expensive especially between 08.00 and 18.30 on weekdays; the cheapest time to call is between 22.00 and 08.00). Only non-smoking rooms are available.

### **Single rooms**

Please note that single accommodation can only be guaranteed to invited speakers. All other participants will have to share a twin room. In case single rooms would become available they will be assigned on a "first come, first served" basis. Only the TWIN conference fee should be paid to the ESF when registering. The supplement for single rooms should be paid to the hotel directly upon arrival. Should you wish to be put on waiting list for single accommodation, please send an email to the conference officer.

### **Meals**

Times for meals are as shown in the conference final programme. Two glasses of mineral water, soft drink or wine will be offered by the hotel at lunch and dinner. Other drinks from the bar or restaurant need to be paid for directly.

Non-resident conferees are expected to have all their meals with resident conferees.

## Conference Facilities

### Conference Room

The conference room of Anna Grand Hotel is equipped with an overhead projector, one screen, multimedia projector, laptop and sound system, as well as a platform and flipchart.

Speakers and participants making an oral presentation (invited lecture and/or short talk) are kindly requested to bring their presentation on a memory stick or optionally on their own laptop.

### Short talks

There will be no short talks other than those listed on the final programme. The list of abstracts accepted for poster presentation is available on the conference website.

### Posters

Posters can be fixed with self-adhesive tape onto poster panels. Recommended poster size is 100 cm high x 90 cm wide. Use letters and drawings that can be read from approximately 100 cm distance.

## Hotel Services

### Internet

Public areas: wireless Internet access free of charge

In rooms: wired Internet access free of charge.

### Means of payment

The hotel accepts all major credit cards. The nearest bank is within 5 minute walking distance from the hotel in Balatonfüred.

## Practical Information

### Telephone calls

Hungarian telephone numbers consist of an area code and a number. The local code always starts with a '0'. When dialing a Hungarian number within Hungary you must always dial the area code. When calling from outside Hungary, dial the country code (+36), followed by the area code – for Balatonfüred it is 87 - , and the number.

### Emergency numbers

Police: 107

Fire Department: 105

Medical Rescue: 104

Electricity supply: 220V, 50Hz

Time: GMT/UTC plus one hour

Weights and Measures: metric

Currency: Hungarian Forint (HUF; symbol Ft)

### **Climate**

Temperatures in Hungary vary from -20°C to 39°C through the year. Distribution and frequency of rainfall are unpredictable due to the continental climate of the country. Heavy storms are frequent after hot summer days, and so do more days long still rainfalls in the autumn. The western part of the country usually receives more rain than the eastern part, and severe droughts may occur in summertime. Weather conditions in the Great Plain can be especially harsh, with hot summers, cold winters, and scant rainfall.

### **Shopping hours**

Most stores are open Mon-Fri 1000-1800 or 1900 and Sat 1000-1300. Shopping centers have longer hours and are open Mon-Sat 1000-2000; some are also open on Sundays. Food shops are open Mon-Fri 0700-1800 and Sat 0700-1300.

### **VAT refund**

The taxpayer registered abroad may ask for the refund of the VAT on products and services (s)he acquired in Hungary, if he/she is registered in a Member State of the European Communities or there is a reciprocity between the State of the registration and the Republic of Hungary (presently these are: Switzerland and Liechtenstein).

### **Arrival, On-Site Registration & Conference Secretariat**

Upon arrival, participants should register with the COST/ESF Conference Officer, sign the attendance list and collect their name badges and then check in at the hotel reception.

The conference officer will be present for the duration of the conference, taking care of the administrative aspects and the day-to-day running of the conference: registration, issuing certificates and receipts, collection travel tickets, etc.

The conference officer will be at the registration desk half an hour each morning before the meeting starts, during coffee breaks, and before and after each afternoon session.

## Registration and Payment

Please confirm your attendance by filling in an online **registration form** accessible from the conference website.

**Conference fees** are to be paid by credit card (Visa, Mastercard and Eurocard) via this form by the registration deadline (see conference website). A **EUR 150 supplement** is added if full payment has not been received by the registration deadline.

Payments by **cash, cheque or bank transfer** are not accepted.

## Cancellation and Refunds

Should you need to **cancel** your participation, please contact the Conference Officer immediately. If notice of cancellation is received more than **two weeks before the conference**, all but **EUR 100** will be reimbursed. No refund is possible if notice of cancellation is received less than two weeks before the conference.

## Extra Expenses

Any expenses not covered by the conference fee (additional nights, beverages, telephone calls, etc.) must be paid directly to the conference venue during your stay.

Board & lodging for **accompanying guests** (in double room with conferee) must be booked with the conference secretary and paid directly to the venue. Please collect applicable guest fees directly from the venue.

Accompanying guests are not entitled to take part in any of the actual conference activities (attend talks in the conference room, coffee breaks, etc.). Conference facilities, such as access to the internet, are destined for the sole use of conferees.

## Travel Contributions

All reimbursements will be made by post-conference bank transfers. If you have been granted a travel contribution, please provide your bank account details – including IBAN and BIC/SWIFT numbers – in the online registration form.

Photocopies of travel tickets must be returned to the ESF Research Conferences Unit within a maximum of one month after the conference. No reimbursement can otherwise be guaranteed.

Itinerary, price and currency must clearly feature on any ticket. Where no price is indicated on the ticket, the corresponding invoice must be enclosed.

Travel costs may not be higher than:

- cheapest economy class air fare
- OR second class train fare - exceptionally first class tickets for regional travel within Hungary to venue on arrival and/or from venue on departure day will be reimbursed
- OR bus fare from the participant's place of work to the place of the event or may be the actual cost of travel, whichever is the lower.

The following may NOT be considered as allowable travel costs and therefore may NOT be presented when claiming the travel contribution:

- taxi fares (in exceptional cases, taxi fares may be reimbursed)
- local travel in the city or locality of the event
- costs of health, life and luggage insurance.

Use of a private/rented car is covered either on the basis of a 2nd class return train fare documented by a certified travel agent, or on actual mileage according to the ESF coefficient applicable at the time of travel.

### **Passport and Visa Requirements**

Please check your passport and visa requirements with your travel agent BEFORE departure. If you need help to obtain your visa, please contact the COST/ESF conference officer.

### **Insurance**

The European Science Foundation (ESF) does NOT provide insurance and does not take any responsibility for accidents or illnesses that might occur during the week or in the course of travel to or from the meeting place. It is therefore the responsibility of participants to check their health insurance requirements.