

ITU Workshop on the efficient use of the spectrum / orbit resource,  
Limassol, Cyprus, 14 - 16 April 2014

# Practical Information

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## 1. IMPORTANT NOTE

**Due to the Easter 2014 holiday period in mid-April 2014 and Cyprus being a popular destination, it is strongly recommended that participants to the ITU-RR Workshop make their flight and hotel reservations at the earliest possible dates.**

**It is recommended to make hotel reservations etc in Cyprus via a travel agent. See below.**

## 2. TRAVEL AGENT'S INFORMATION

<p><b>TOP KINSIS TRAVEL PUBLIC LTD</b> 2 Leonidou&amp;Acropoleos Avenue P.O.Box 27031, 1641 Nicosia Cyprus</p>
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## 3. HOTEL WHERE ITU-R WORKSHOP WILL BE CONVENEED

### Amathus Beach Hotel 5\* - Limassol

- ❖ Single room 'Run of the House' on b/b basis €165.00 per room per night.
- ❖ Double room 'Run of the House' on b/b basis €210.00 per room per night.

At this stage, we have reserved at the venue 80 hotel rooms which the delegates can proceed with their bookings by visiting the below link:

[https://amathuslimassol.com/reservations/step1.php?hotel\\_id=291&rs=itu-r](https://amathuslimassol.com/reservations/step1.php?hotel_id=291&rs=itu-r)

or through the official travel agent **TOP KINSIS TRAVEL**

<p>Contact person: Mr.Constantinos Akkides ☎ + 357 22 713757 ☎ + 357 22 869735 ✉ akkides.c@topkinisis.com</p>
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#### **4. OTHER HOTELS**

**a) MediterraneanBeach hotel 4\***

Single deluxe room with inland view on b/b basis €90.00 per room per night.  
Double deluxe room with inland view on b/b basis €120.00 per room per night.

**Important Note:** Minimum stay of 5 nights is required.

**b) Le Meridien Limassol Spa & Resort 5\***

Single room with garden view on b/b basis €150.00 per room per night.  
Double room with garden view on b/b basis €180.00 per room per night.

**c) St. Raphael Resort 5\***

Single room with inland view on b/b basis €110.00 per room per night.  
Double room with inland view on b/b basis €130.00 per room per night.

**Important Note:** Minimum stay of 3 nights is required.

**d) The Royal Apollonia 5\***

Superior single room with inland view on b/b basis €115.00 per room per night.

Superior double room with inland view on b/b basis €140.00 per room per night.

**Important Note:** Minimum stay of 5 nights is required.

**\*Accommodation in all above hotels is subject to availability at the time of your final confirmation.**  
**For reservations please contact the official travel agent TOP KINISIS TRAVEL.**

#### **5. TRAVEL GUIDE**

Cyprus is easily accessible as it is linked with numerous direct and connecting flights with all the main European cities, Middle East, Africa and Asian countries. The legal ports of entry into the Republic of Cyprus are the international airports of Larnaca (Larnaca) and Pafos (Paphos).

#### **6. TRAVELLING DOCUMENTS**

**EU countries, Commonwealth countries and the USA do NOT require a visa. Schengen Visa holders are allowed to enter the Republic of Cyprus.** The Schengen Visa has made traveling between 25 member countries (22 European Union states and 3 non-EU members) much easier and less bureaucratic. Travelling on a [Schengen Visa](http://www.schengenvisa.cc/apply.html) (<http://www.schengenvisa.cc/apply.html>) means that the visa holder can travel to any (or all) member countries using one single visa, thus avoiding the hassle and expense of obtaining individual visas for each country. A Schengen visa allows the holder to travel freely within the Schengen countries for a maximum stay of up to 90 days in a 6 month period.

**In any event your travel and individual visa requirement should be checked with your travel agent.**

For a list of countries whose citizens do NOT need a visa for a stay of up to 90 days, provided they are bona fide visitors.

**All members of the European Economic Area (EU states plus Norway, Iceland, Liechtenstein) as well as Switzerland\***

**The following third countries (Annex II):**

1	ALBANIA *
2	ANDORA
3	ANTIGUA AND BARBUDA
4	ARGENTINA
5	AUSTRALIA
6	AUSTRIA
7	BAHAMAS
8	BARBADOS
9	BELGIUM
10	BERMUDA
11	BOSNIA-HERZEGOVINA*
12	BRAZIL
13	BRUNEI DARUSSALAM
14	BULGARIA
15	CANADA
16	CHILE
17	COSTARICA
18	CROATIA
19	CZECH REPUBLIC
20	DENMARK
21	ESTONIA
22	FINLAND
23	FORMER YUGOSLAV REPUBLIC OF MACEDONIA *
24	FRANCE
25	GERMANY
26	GREECE
27	GUATEMALA
28	HOLY SEE
29	HONG KONG SAR
30	HUNGARY
31	ICELAND
32	IRELAND
33	ISRAEL
34	ITALY
35	JAPAN
36	LATVIA
37	LIECHTENSTEIN
38	LITHUANIA
39	LUXEMBOURG
40	MACAO SAR
41	MALAYSIA
42	MALTA
43	MAURITIUS
44	MEXICO
45	MONACO
46	MONTENEGRO *
47	NETHERLANDS
48	NEW ZEALAND
49	NICARAGUA
50	NORWAY
51	ONDURAS
52	PANAMA
53	PARAGUAY
54	POLAND
55	PORTUGAL
56	ROMANIA
57	SAINT KITTS AND NEVIS
58	SALVADOR
59	SAN MARINO
60	SERBIA *
61	SEYCHELLES
62	SINGAPORE
63	SLOVAKIA
64	SLOVENIA
65	SOUTH KOREA
66	SPAIN
67	SWEDEN
68	SWITZERLAND
69	UNITED KINGDOM
70	UNITED STATES OF AMERICA
71	URUGUAY
72	VENEZUELA

\* Only for holders of biometric passports

**7. ADDITIONAL CATEGORIES OF PERSONS WHO DO NOT REQUIRE VISA**

- Holders of diplomatic passports of Albania, Bosnia Herzegovina, FYROM, Montenegro and Qatar.
- Holders of diplomatic and service passports of Armenia, China, Costa Rica, Georgia, Iran, Jordan, Kazakhstan, Mongolia, Moldova, Russian Federation, Serbia Seychelles, and Ukraine.
- Holders of diplomatic, service, and special passports of Egypt, Lebanon, Kuwait, Syria and UAE.
- Holders of diplomatic, official and service passports of Colombia, Cuba, India, Mexico, Panama.
- Holders of diplomatic or official passports of the Republic of Korea.
- Holders of biometric passports of Albania, Bosnia Herzegovina, FYROM, Montenegro and Serbia.
- All flight crew member who are holding Flightcrew Member's License or a Crew Member Certificate issued under the Chicago Convention.
- The flight crew and attendants on emergency or rescue flights and other helpers in the event of disaster or accident.
- The civilian crew of ships navigating in international waters.
- The holders of laissez-passer issued by the United Nations to their officials.
- School pupils having the nationality of a third country listed in Annex I who reside in a Third Country listed in Annex II and are travelling in the context of a school excursion as members of a group of pupils accompanied by a teacher from the school in question.
- All persons in possession of work permit issued by the Civil Archive and Migration Officer.
- All persons who possess a permanent or a temporary residence permit issued by the Civil Archive and Migration Officer.
- All persons who possess a valid residence permit issued by another Member State of the European Union (with the exemption if UK and Ireland) including Switzerland, Iceland, Norway and Liechtenstein.
- All persons who possess a study permit.

















**8. LIST OF COUNTRIES, WHOSE CITIZENS ARE REQUIRED TO HAVE A VISA TO ENTER THE REPUBLIC OF CYPRUS**

**For further information see the official site of the Ministry of Foreign Affairs**

<http://www.mfa.gov.cy/mfa/mfa2006.nsf/All/BCD9E71A8FBBA8DCC225720B001D9AFE?OpenDocument>

**9. FLYING TO CYPRUS**

The legal ports of entry into the Republic of Cyprus are the airports of Larnaka (Larnaca) and Pafos (Paphos). The main airlines that fly to Cyprus are:

 Cyprus Airways	 Gulf Air
 Aegean Airlines	 Swiss
 Lufthansa	 Alitalia
 Emirates	 Etihad Airways
 British Airways	 Ryanair
 Olympic Air	 Easyjet
 Air Malta	 Monarch
 Air France	 Jet2

**10. CLIMATE**

Cyprus enjoys a Mediterranean climate with long dry summers from mid-May to mid-October and with mild winters from December to February, which are separated by short autumn and spring seasons.

### **11. LANGUAGE**

Greek and Turkish are the official languages. English is widely spoken. French and German are also spoken within the tourism industry.

### **12. CURRENCY / BANKING HOURS / CREDIT CARDS**

The currency of the Republic of Cyprus is the Euro (€). Banking hours for the public: Monday-Friday 08:30 - 13:30. There are many Automated Teller Machines (ATMs) outside most branches of banks in all towns and in the main tourist resorts. Hotels, large shops and restaurants normally accept credit cards and traveller's cheques. Banknotes of major foreign currencies are also acceptable. Rates of exchange are published daily in the local press and are broadcasted via the media.

### **13. TIPPING**

Because of the 10% service charge levied in hotels and restaurants, a tip is not obligatory, but small change is always welcome. Taxi-drivers, porters, hairdressers etc., always appreciate a small tip.

### **14. EMERGENCY NUMBER**

Call 112, the EU-wide emergency number for police, fire department and ambulance.

### **15. INSURANCE**

It is recommended that participants arrange insurance for medical expenses, loss and accidents occurring during the conference. The organizers cannot be held responsible for any losses, damages or injuries.

### **16. ELECTRIC CURRENT – VOLTAGE**

The supply in Cyprus is 240 volts, a.c. 50Hz. Sockets are usually 13 amp, square pin in most buildings. Many hotels provide adaptors upon request from the reception.

### **17. GENERAL SHOPPING HOURS**

The summer period runs from 1st of April to 31st of October. Most shops are open at the following times:

***Monday, Tuesday, Thursday: 09:00-13:00 and 14:30-19:00***

***Wednesday: 09:00-14:00***

***Friday: 09:00-13:00 and 14:30-20:00***

***Saturday: 09:00-15:00***

***Chemist Pharmacies / Drug Stores stay open during shopping hours. Late night chemists are listed in the daily papers.***

## **18. ACCESSIBILITY**

Driving is on the left-hand side of the road. All international road traffic signs are in use and placed on the left-hand side of roads and highways. On roundabouts, priority is given to the right side. Commuting to and from the city centre from the Hotel is easy, by using the public bus transportation. The one way ticket costs €1,00 the daily ticket costs €2,00 and the weekly ticket costs €10,00.

- Larnaca airport is approximately a 45 minute (56km/35m) drive from the meeting venue
  
- Paphos Airport is a 60 minute (70km/43m) drive

For other travel arrangements to and from the airports the shuttle bus service or a taxi can be used. Shuttle bus services run to and from:

- Larnaca International Airport (LCA) and Nicosia
- (<http://www.kapnosairportshuttle.com/>); and
- Larnaca International Airport (LCA) and Limassol
- (<http://www.pameaerodromio.eu/>).

Tickets cost €8 each way.

Prices for taxis range depending on destination. Indicatively these are:

- Larnaca – Nicosia (Lefkosia) €50
- Larnaca – Limassol €60
- Larnaca – Pafos €100
- Larnaca – Protaras – Ayia Napa €60
- Pafos – Limassol €60
- Pafos – Nicosia (Lefkosia) €100

## **19. ABOUT CYPRUS**

There are myriad islands in the Mediterranean, but only one does Aphrodite, the ancient Greek goddess of love, call home, and that's Cyprus.

Whatever your pace or special interest, Cyprus is uniquely poised to welcome you. Our beaches are not only beautiful; they are certified as among the cleanest in Europe. And, just a short drive from the crystal clear waters of our coast are the pine-clad Troodos Mountains, where wild moufflons roam and cedars grow, and gem-like churches and monasteries are replete with unmatched Byzantine frescoes and icons. Ten of the finest examples are designated by UNESCO as World Heritage sites.

Cyprus is a haven for archaeology lovers. From Neolithic settlements more than 10,000 years old, to spectacular Greco-Roman ruins, such as the ancient seaside amphitheatre of Kourion, to Crusader fortresses such as Kolossi, the list of treasures is boundless. By no means will you want to miss Pafos, a wellspring of antiquities in

the west, including the mysterious Tombs of the Kings...and Roman mosaics that are so colourful, extensive and well-preserved, they are recognized by UNESCO.

Although Cyprus is the third largest island in the Mediterranean, it is surprisingly compact and easy to explore. In between rugged mountain peaks and the shimmering coast you'll traverse untrammelled landscapes and rolling hills with vineyards that still produce the world's oldest named dessert wine, sweet Commandaria. Linger in idyllic villages such as Omodos and Lefkara where the rhythm slows down and there's always time for another coffee. All across Cyprus, you'll have the opportunity to experience a distinctive cuisine composed of meze, small plates of everything from flame-grilled, delicately spiced meats to fresh vegetables and amazing cheeses, such as the famous halloumi (the savoury sheep's cheese that grills).

With its rich past as anchor, Cyprus is also a thriving modern nation with a service economy second to none in the whole region, and the Cypriot people, worldly and warm, are only too happy to share it with you. Which means among other things, an attractive range of accommodations, luxurious hotels with both local flavour and the highest international standards, quality tourist villas, agro tourism options and more.

Cyprus' location, coveted by empires since ancient times, is still ideal today for visiting nearby countries, such as Greece, Israel and Egypt. But with so much history to see and culture to enjoy and cuisine to savor – and with Aphrodite as your guide – you will have more reasons to stay and explore Cyprus than you might think.

## **20. EXPLORING LIMASSOL**

The island's second largest city, Lemesos (Limassol) spreads out between two ancient city-kingdoms, Amathous to the east and Kourion to the west, two of the most spectacular archaeological sites in Cyprus. It is the island's main port, the centre of the wine industry and a bustling holiday resort. A large number of hotels and hotel apartments line a 15 km coastline interspersed with eucalyptus groves and linked by a promenade popular with walkers or joggers.

Wander round the narrow streets of the old town radiating out from the fishing harbour. The medieval castle was the site of the royal wedding in the Middle Ages between Richard the Lion heart and Berengaria of Navarre, now houses the Cyprus Medieval Museum. Browse through the goods and produce in atmospheric Market.

The town's inhabitants are renowned for their love of fun so not surprisingly the nightlife is varied, with all sorts of tavernas, discos and clubs. Enjoy a summer concert under the stars in the Greco-Roman theatre of Kourion, or join in the Bacchian excesses at the Wine Festival in September, or have fun at the Carnival with its fancy dress chariot parade and parties.

A short drive out into the surrounding countryside will take you through vineyards and quaint wine producing villages. The castle of Kolossi is where the sweet dessert wine "Commandaria", the world's oldest named wine, was produced by the Knights of St John of Jerusalem who had their headquarters here in the Middle Ages.

Germasogeia dam and Akrotiri salt lake, at the edge of which is the Monastery of St Nicholas of the Cats, are unique wetlands ideal for observing nature and wildlife and peaceful places to relax, go for a walk or indulge in some angling or bird watching.

For more information:

[www.visitcyprus.com](http://www.visitcyprus.com)

[www.limassoltourism.com](http://www.limassoltourism.com)

[www.limassolmunicipal.com.cy](http://www.limassolmunicipal.com.cy)



## 21. CAR HIRE RATES (FROM 01/04/14-31/10/14)

CODE	GROUP	MODEL OF CAR OR SIMILAR	SEATS	ENGINE SIZE CC	3-6	7 – 14	15-28
					DAYS PER DAY	DAYS PER DAY	DAYS PER DAY
					€	€	€
MDMV	A3	CHEVROLET MATIZ A/C	4	1000	40	35	33
EDMV	B3	TOYOTA AYGO A/C / CHEVROLET SPARK A/C	5	1000	43	38	36
CDMV	C2	OPEL CORSA A/C / TOYOTA YARIS A/C	5	1200	45	40	38
CDMD	C4	OPEL CORSA A/C / TOYOTA YARIS A/C	5	1400	52	46	43
IDMV	D1	TOYOTAAURIS A/C / NISSAN NOTE A/C	5	1400	52	46	43
SDMV	D4	OPEL ASTRA A/C / RENAULT MEGANE A/C	5	1600	62	55	51
FDMV	H1	TOYOTA AVENSIS A/C	5	1600	83	75	70
MDAV	A5	CHEVROLET MATIZ A/C AUTO	4	1000	50	45	42
EDAV	B5	TOYOTA AYGO A/C AUTO	5	1000	53	48	45
CDAV	C3	OPEL CORSA A/C AUTO / TOYOTA YARIS A/C AUTO	5	1400	58	53	50
IDAV	D5	NISSAN NOTE A/C AUTO	5	1600	64	57	53
SDAV	D6	OPEL ASTRA A/C AUTO / RENAULT MEGANE A/C AUTO	5	1600	70	63	59
FDAV	H2	VW PASSAT A/C AUTO	5	1400	100	90	85
PDAV	H4	TOYOTA AVENSIS A/C AUTO / HONDA ACCORD A/C AUTO	5	1800	120	110	100
GDAV	H5	MERCEDES C180K A/C AUTO / BMW 316i A/C AUTO	5	1600	170	160	150
UDAV	H6	AUDI A4 1.8 A/C AUTO / MERCEDES C180 CGI A/C AUTO	5	1800	180	170	160
WDAV	H7	MERCEDES E200 A/C AUTO	5	1800	210	195	185
XDAD	H9	BMW 730D A/C AUTO	5	3000	500	450	420
STMV	T4	RENAULT MEGANE A/C CABRIO / VW BEETLE A/C CABRIO	4	1400	110	100	95
STAV	T5	RENAULT MEGANE A/C CABRIO AUTO / VW BEETLE A/C CABRIO AUTO	4	1600	120	110	100
WTAV	T8	MERCEDES E200 A/C CABRIO AUTO	4	1800	300	270	250
IVMV	V3	OPEL ZAFIRA A/C	7	1600	80	75	70
IVAV	V5	VW TOURAN A/C AUTO	7	1400	90	83	77
SVMD	V7	PEUGEOT EXPERT A/C	9	1600	170	150	135
RVAD	V9	MERCEDES VITO A/C AUTO	9	2200	250	220	190
EJNZ	E1	SUZUKI JIMNY JEEP SOFT TOP 4WD	4	1300	60	55	52
SDDV	E2	SUBARU IMPREZA A/C AWD AUTO	5	1500	75	68	64
SFNV	E3	HONDA HRV A/C 4WD	5	1600	80	75	70
SQND	EQ	TOYOTA HILUX D-CABIN A/C 4WD	5	2500	80	75	70
SRBV	E5	TOYOTA RAV4 A/C 4WD AUTO	5	2000	110	100	90
PFBD	G3	CHEVROLET CAPTIVA A/C 4WD AUTO / NISSAN QASHQAI A/C 4WD AUTO	7	2000	145	135	125
UFBD	G4	HIUNDAI SANTA FE A/C 4WD AUTO	7	2200	195	185	170
XFBD	G9	BMW X5 A/C 4WD AUTO / AUDI Q7 A/C A4WD AUTO	7	3000	500	450	420

**IMPORTANT NOTE: For delivery and drop-off at Larnaca or Paphosairport a supplement of €20.00 per car rental will apply.**

## TERMS AND CONDITIONS

ALL RENTALS are subject to the full terms and conditions printed on the rental agreement

ALL RATES include:

- **Full insurance.**
- **Unlimited mileage.**
- **Free delivery and collection at any town.**
- **Maintenance, oil and greasing.**
- **Local Taxes.**

NOT INCLUDED: Petrol, personal accident insurance for drivers only, collision damage waiver, additional requested items, young drivers surcharge.

DRIVER REQUIREMENTS: For drivers less than 25 years of age, who have a full driving license under 3 years at time of rental we must be advised at time of booking in order to arrange insurance coverage.

CAR TYPE: Cars listed are examples only. The right is reserved to substitute alternative cars when the reserved car is not available.

## SPECIAL REQUESTS

Child seats/Booster Seats/Roof Racks €20.00 per rental.

GPS Navigation System €5.00 extra per day rental with minimum charge per rental €25.00.

For 1 or 2 days rental, following supplements will apply:

- **€15.00 for categories A3, A5, B3, B5, C2, C3 and D1**
- **€20.00 for categories D3, D4, D5, E1 and EC**
- **€40.00 for categories EK, EX, F3, F5, F7, F9, H1,H2,H4, H5 H7, S1, S2 and S4**
- **€50.00 for categories E5, G1, G2, G3, G4 and G7**