



Organization for Security and Co-operation in Europe

External Co-operation Section

Vienna, 29 August 2018

To: Delegations of participating States to the OSCE
Mediterranean Partners for Co-operation
Asian Partners for Co-operation
International Organizations invited to attend the 2018 OSCE
Mediterranean Conference

Subject: Practical Arrangements – 2018 OSCE Mediterranean Conference on
*The Importance of Energy for Economic Growth and Co-Operation in the
Mediterranean, to be held in Malaga, Spain, on 25 and 26 October 2018*

I PRACTICAL ARRANGEMENTS

With reference to PC.DEC/1302 of 5 July 2018, the External Co-operation Section would like to inform all participants to the 2018 OSCE Mediterranean Conference, to be held in Malaga, Spain, on 25 and 26 October 2018, about the following:

I.1 Venue

The conference will be held at the

Gran Hotel Miramar, Paseo de Reding, 22, 29016 Málaga, Spain.

I.2 Hospitality

During both days of the conference, refreshments and lunches will be served to all participants at the same venue of Gran Hotel Miramar.

On the evening of the 25th October, a welcome dinner will be hosted by the Ministry of Foreign Affairs of Spain at the **Town Hall** of Malaga, Av. de Cervantes, 4.

I.3 Accreditation of Participants

The accreditation procedure is twofold: A **Note Verbale** from each Mission/Delegation should be sent to the OSCE Secretariat (pm-extco@osce.org), indicating the composition of Delegation **in protocol order**, together with a completed **registration form** (Annex 1) for each member of the Delegation, **not later than 1 October 2018 COB**.

The badges will be handed out at the registration desk at the conference venue.

I.4 Hotel Accommodation

Delegations are responsible for their own accommodation arrangements and are strongly encouraged to book their accommodation at their earliest convenience.

At courtesy of the host country, accommodation at Gran Hotel Miramar will be reserved for Ministers or Deputy Ministers staying over the period 25-26 October 2018 (one or two nights).

Rooms for Delegates may be booked through a commissioned travel agent (*Lamar De Eventos*) in the following hotels, on a first-come-first-served basis, by submitting the completed Hotel Booking Form (Annex 2) to info@lamardeventos.com. In the subject line of the e-mail, please indicate **Delegate's nationality and name**. The below **preferential rates** will be valid **until 30 September 2018**:

Miramar Hotel (5*) Single Room €242 Double Room €269,50	Vincci Posada del Patio Hotel (5*) Single Room €282,70 Double Room €304,70	Barceló Hotel (4*) Single Room €154 Double Room €164
Molina Lario Hotel (4*) Single Room €192,50 Double Room €203,50	Sercotel Hotel (4*) Single Room €130 Double Room €140	Maestranza Hotel (4*) Single Room €159,50 Double Room €181,50
Iunion Hotel (4*) Single Room (Oct 24) €170,50 Single Room (Oct 25) €205,70	Ibis Málaga Centro Hotel (2*) Single Room €66 Double Room €71,50	

Except for Ministers and Deputy Ministers, all Delegates will be fully responsible for their accommodation expenses, including possible cancellation fees.

II TRAVEL

II.1 Visa Requirements

Visa requirements must be met before arrival in Spain. Delegates requiring an entry visa must submit their request to the competent authorities at least three weeks before their expected travel date. In general, the competent authority is the Embassy or Consulate of Spain in their country of residence. More information on the visa regime can be found on the website of the Foreign Ministry of Spain: [Info](#)

II.2 Flights

Delegations are advised to arrange their arrivals to Malaga at their earliest convenience.

II. 3 Transport modalities

Participants are kindly requested to arrange their own transfers between airport and hotels. A shuttle will be provided between the above mentioned hotels and the venue.

III OSCE WEBSITE

Relevant information related to the 2018 OSCE Mediterranean Conference can be found on the OSCE website at: <https://www.osce.org/partners-for-cooperation/mediterranean/384762>

Participants are reminded to regularly check for updates provided under this link.

IV DOCUMENTS FOR DISTRIBUTION

All conference documents for reproduction and distribution should be submitted to: documents@osce.org.

V OTHER USEFUL INFORMATION

V.1 Weather

In October, temperatures in Malaga are expected to be around 24 degrees Celsius.

V. 2 Time zone

Spain is in the **Central European Time** zone.

V. 3 Currency

The currency in Spain is the Euro.

V. 4 Points of Contact at the OSCE Secretariat, Wallnerstrasse 6, A-1010 Vienna, Austria

OSCE Secretariat

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