



**Organization for Security and Co-operation in Europe
The Secretariat**

Office of the Co-ordinator of OSCE Economic and
Environmental Activities

Vienna, 8 September 2009

The 18th OSCE Economic and Environmental Forum

«Promoting good governance at border crossings, improving security of land transportation and facilitation of international transport by road and rail in the OSCE region»

First Preparatory Conference, Astana, 12-13 October 2009

Logistical Modalities

1. CONFERENCE VENUE	Rixos President Hotel Astana Address: Tauelsizdyk Street, No:7 Astana/Kazakhstan Tel: +7 7172 245050 Fax: +7 7172 242760 E-mail: reservation@rixosastana.com Website: www.rixosastana.com www.rixos.com
2. PARTICIPANTS' INFORMATION	<p>The Conference is open to representatives of the OSCE participating States, relevant international organizations, non-governmental organizations as well as to expert academics and business representatives with relevant experience in the area under discussion.</p> <p>The Mediterranean Partners for Co-operation (Algeria, Egypt, Israel, Jordan, Morocco and Tunisia) and the Asian Partners for Co-operation (Afghanistan, Japan, the Republic of Korea, Mongolia and Thailand) are invited to participate in the Conference.</p>
3. WORKING MODUS OF THE SESSIONS	<p>The Plenary Sessions will have presentations of expert speakers followed by discussions. A moderator will facilitate the debates and rapporteurs will summarize the key issues discussed.</p> <p>The Consolidated Summary of the conference, including the main outcome and recommendations will be published on the OSCE conference website (www.osce.org/eea) shortly after the event.</p>
4. INTERPRETATION	Simultaneous interpretation will be provided into English and Russian languages.
5. WRITTEN CONTRIBUTIONS AND DOCUMENT DISTRIBUTION	Participants are welcome to submit written contributions reflecting their view on the issues discussed at the Preparatory Conference and/or in a specific Session of their interest. An <i>English translation</i> of the documents submitted in another language is highly appreciated.

<p>Important notice for invited Speakers:</p>	<p>To enable a timely distribution to the participants, we thank you for:</p> <ul style="list-style-type: none"> - sending an electronic copy of the document in advance to the Office of the Co-ordinator of OSCE Economic and Environmental Activities (Ms. Andrea Gredler, E-mail: andrea.gredler@osce.org (please cc. Gabriel.leonte@osce.org); Fax + 43 1 514 36 6251; Tel. + 43 1 514 36 6675) - or for submitting the electronic copy of the document to the conference secretariat during the Preparatory Conference. <p>Invited Speakers should address <i>well in advance</i> their request for technical support, as well as an electronic copy of their presentation to the contact named above.</p> <p>Speakers are kindly requested to take as well an electronic copy of their presentation (on a USB stick) <i>as back-up</i>, when travelling to the Conference.</p> <p>All submitted documents (presentations, general documents) circulated during the Preparatory Conference will be published on the Conference website: http://www.osce.org/eea (or http://www.osce.org/events)</p> <p>A very limited amount of hard copies of the documents will be available. Further copies can be produced upon request at the Document Distribution Desk.</p>
<p>6. INTERNET WORKING AREA</p>	<p><u>PC working stations & Internet access</u> will be available in a separate Internet Area.</p> <p>Access to international telephone lines (at own costs) will be provided at the business lounge of the Rixos President Hotel Astana.</p>
<p>7. DEADLINES</p>	<p>We thank the participants for paying attention to the deadlines for:</p> <ul style="list-style-type: none"> - Application for a Kazakh visa requires at least 2 weeks! (see paragr.10) - Registration to the Conference: 28 September 2009 (Annex 1) - Hotel booking in Astana: 28 September 2009 (Annex 3)
<p>8. REGISTRATION AND LIST OF PARTICIPANTS</p>	<p>DEADLINE 28 SEPTEMBER 2009</p> <p>Each participant is requested to send a registration form, preferably by e-mail, completed with all necessary details to the (Ms. Andrea Gredler, E-mail: andrea.gredler@osce.org; Fax + 43 1 514 36 6251; Tel. + 43 1 514 36 6675).</p> <p>A copy of the required registration form can be obtained by contacting Ms. Andrea Gredler, as indicated above.</p> <p>The provisional list of participants will be available at the accreditation desk of the Conference and the final version issued on the second day of the Conference.</p>
<p>9. ACCREDITATION</p>	<p>The accreditation to the conference will take place at the Conference venue: Rixos President Hotel Astana:</p> <p style="text-align: center;">Monday, 12 October: 08:00 - 18:00</p> <p style="text-align: center;">Tuesday, 13 October: 08:00 - closing</p>

	<p>The presentation of a valid ID is required for the accreditation and for the issuance of a badge. The badge will be required to access the Conference Hall.</p> <p><u>Press representatives</u> can, as deemed appropriate, be admitted to the Conference Hall during <i>the opening and the closing</i> sessions of the Conference.</p>
<p>10. VISA</p>	<p>Participants needing a visa to enter Kazakhstan are asked to <u>make their own arrangements</u> for securing a visa. <u>Please note that the application for a Kazakh visa may take up to 2 weeks. Visa applications should be addressed to the respective Embassy/Consulate in a timely manner.</u></p> <p>The entry <i>visa will be free-of-charge</i> for the participants of the conference.</p> <p><u>Annex 2</u> includes</p> <ul style="list-style-type: none"> - a list of countries <u>exempted from a visa</u> for Kazakhstan for each of the three <u>different passport categories</u> (general, diplomatic, service passport) - the list of Embassies/Consulates of Kazakhstan in the OSCE area. <p>Following documents are required (please refer to the consular authorities websites for more precise information):</p> <ul style="list-style-type: none"> - valid passport (or international travel document). The passport should still be valid for another 6 months from the date of the visa application. - visa application form duly filled out and signed (<u>Annex 5</u>) - invitation letter to the Conference by the OSCE <u>or</u> the registration form to the Conference - two photographs (format 3,5 x 4,5 cm). <p>More information can be found on the MFA website: http://www.mfa.kz (http://portal.mfa.kz/portal/page/portal/mfa/en/content/ministry/missions)</p> <p>In case of visa problems, please contact: Mr. Kozhamberdiev Kerim Ministry of Foreign Affairs, Kazakhstan Phone: 007 7172 72 04 64 Fax : 007 7172 72 04 78 Email: dks-astana@mid.kz</p>
<p>11. TRAVEL BOOKINGS</p>	<p>Participants are kindly requested to make their own travel and accommodation arrangements/bookings, which will not be paid for by the OSCE or the host country. (Please find further information on hotel bookings in paragraph 14).</p>
<p>12.1. TRANSFERS AIRPORT – CITY CENTRE</p>	<p>a) Bus-shuttle at arrival and departure: The Ministry of Foreign Affairs will provide a shuttle service between the airport entrance of Astana and the hotels «Duman», «Diplomat» and «Rixos» only upon receipt of your detailed travel and accommodation information (your arrival/departure date, time, flight number, as required on the “Registration Form” - item 13. “Registration for the transfers Airport-hotel”)</p> <p>b) Taxis: Taxis are available at the designated Taxi waiting area near the entrance. Tariffs vary between KZT 2000 and 2500 tenge (~12 EUR), depending on the location of the hotel. Exchange offices at the airport work on a twenty-four hour basis.</p> <p>c) Hotel shuttle service: Most hotels in Astana offer shuttle service to their</p>

	<p>guests. Please contact your respective hotel for more information.</p>
<p>12.2. DAILY TRANSFERS HOTELS - CONFERENCE VENUE</p>	<p>Daily shuttles (morning and evenings) will be provided for the transfers between the hotels «Duman» and «Diplomat» and the conference venue (Rixos President Hotel Astana).</p> <p>Updated information on transfer times and meeting points will be communicated to the participants before their departure to Kazakhstan.</p>
<p>13. HOTELS IN ASTANA:</p>	<p>Participants are kindly requested to make their own accommodation arrangements, which will not be paid for by the OSCE or the host country.</p> <p><u>A) Booking procedure for the 3 selected hotels (Hotel booking form in Annex 3):</u> Rooms have been reserved at preferential rates for participants at the below listed hotels «Duman», “Diplomat” and “Rixos”.</p> <p><u>Please contact Ms. Andrea Gredler (email: andrea.gredler@osce.org) to receive a copy of the required hotel booking form.</u></p> <p>The hotel booking request will have to be send to: Ms. Assel Yerdenova Second Secretary of the OSCE Department Ministry of Foreign Affairs of the Republic of Kazakhstan Email: erdenova@mid.kz or by fax: 007 7172 72 05 35. Tel: 007 7172 72 03 17 Mob: 007 701 779 77 11</p> <p><u>DEADLINE for hotel bookings: 28 September 2009.</u> <i>The organizers cannot guarantee availability of rooms in the hotels after the deadline.</i></p> <p>A) Rixos President Hotel Astana ***** (Conference Venue) Address: Tauelsizdyk Street, 7 Astana/Kazakhstan Tel. 007 7172 245050, Fax 007 7172 242760 Email: reservation@rixosastana.com Website: www.rixosastana.com, www.rixos.com Room rates: Single 38 090 tenge (178 EUR), Double 44 475 tenge (207 EUR) Including local taxes and breakfast Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX) Cancellation fee: Cancellation conditions will be indicated in the booking confirmation.</p> <p>B) Diplomat **** (approx. 5 min walk from the Conference venue) 29/1, Tauelsyzdyk str. Astana/Kazakhstan Tel.: +7(7172)55 00 02, Fax: +7(7172) 55 00 05 Email: diplomathotel@mail.ru Web: www.diplomathotel.kz Room rates: Single 22 000 tenge (103 EUR), Double 28 000 (130 EUR) Junior Suite: 37 000 tenge (171 EUR) Including local taxes and breakfast Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX) Cancellation fee: Cancellation conditions will be indicated in the booking confirmation.</p> <p>C) Duman *** (approx. 10 min drive from the Conference venue) 180 rooms are pre-booked for the participants at a special rate. 2 A, Kurgaldzhinskoe sh. Astana/Kazakhstan Tel: +7(7172)79 15 00, Fax: +7(7172)79 15 15</p>

	<p>Email: reservation.duman_hotel@kmg-service.kz</p> <p>Room rates: Single 14 900 tenge (70 EUR), Junior Suite: 22 100 tenge (103 EUR), Junior Double Suite 30 100 tenge (140 EUR) including local taxes and breakfast</p> <p>Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX)</p> <p>Cancellation fee: Cancellation conditions will be indicated in the booking confirmation.</p> <p><u>A daily transfer</u> will be provided from the above hotels (Diplomat and Duman) to/from the conference venue (Rixos President Hotel).</p> <p>B) For information on other hotels in Astana, please consult Annex 4. Please note that no booking service can be provided by the Organizers for the hotels named on that list.</p> <p>Hotel websites: http://www.kazakhstan.orexca.com/hotels_astana.shtml or http://catalogue.horse21.ru/kazakhstan+hotels/astana+hotels and http://www.real.kz.com/page.php?page_id=633&lang=2</p>
<p>14. LUNCHES & COFFEE/TEA BREAKS</p>	<p>Lunches and coffee/tea breaks will be provided to the participants at the Conference, on 12 and 13 October 2009.</p>
<p>15. SOCIAL EVENT</p>	<p>Monday, 12 October 2009, Dinner with a concert programme at the Saltanat Hall (Centre of Astana)</p> <p>At 19:00 - after the closing of the sessions. Transfers to/from the event will be provided. Thank you for registering to the event on the conference registration form (item Nr. 12)</p>
<p>16. GENERAL INFORMATION</p>	<p>Currency: The tenge, often denoted by KZT, is the official currency of Kazakhstan.</p> <p>Exchange offices: Money can be changed easily at the change offices in airports of Astana and Almaty, as well as in the hotels and different banks in town. Please note that changing money in the Exchange Offices at the airport is considered the least cost-effective way.</p> <p>The exchange rate applicable in August 2009 is 1 US dollar = 150,35 KZT and 1 Euro = 215 KZT.</p> <p>Credit cards, such as American Express, Master Card and Visa are widely accepted in Kazakhstan.</p> <p>Climate: The average temperature in Astana in the month of October is about 0 °C and +15 °C. It may rain.</p> <p>Electric current: The electric current in Kazakhstan is 220 Volts. Power outlets take two round pin plugs.</p> <p>Medical help: first aid will be provided at the Conference venue</p> <p>Time: The official time is 6 hours ahead in relation to the Greenwich Mean Time (+6 GMT).</p> <p>Business hours: Banks are open Monday to Friday from 9 a.m. to 3 p.m. Shops open Monday to Saturday from 10 a.m. to 8 p.m.</p> <p>A “Brief about the Capital of the Republic of Kazakhstan” can be found in <u>Annex 6.</u></p>
<p>17. CONTACTS</p>	<p>OSCE SECRETARIAT, Vienna</p> <p><i>For substantial issues:</i> Mr. Gabriel Leonte, Tel: +43 1 514 36 6776, Mobile: +43 664 9209294, Fax: +43 1 514 36 6251, Email: Gabriel.Leonte@osce.org</p> <p><i>For logistical queries:</i> Ms. Andrea Gredler, Tel: +43 1 514 36 6675, Mobile: +43 664 1858396, Fax: +43 1 514 36 6251, Email: Andrea.Gredler@osce.org</p>

INFORMATION on VISA REQUIREMENTS

No entry visa is required for nationals of the following countries and types of passports:

- **For Holders of a general passports** of the following countries :
Armenia, Azerbaijan, Belarus, Georgia, Kyrgyzstan, Republic of Moldova, Malaysia, Russian Federation, Tajikistan, Turkey (up to 1 month), Ukraine, and Uzbekistan.
- **For holders of service and diplomatic passports** of the following countries:
Croatia, Hungary, Poland, Romania, Slovakia, and Turkmenistan.
- **For holders of diplomatic passports** of the following country:
Lithuania (up to 30 days)

For further information, please consult the website of the Ministry of Foreign Affairs of Kazakhstan:
<http://www.mfa.kz>

List of Embassies/Consulates of KAZAKHSTAN in the OSCE area

The country of accreditation, full name of a head of mission	Fax and telephone number, e-mail, address in the country of accreditation
AMERICA	
United States of America - Embassy (Washington D.C.) Ambassador Erlan A. IDRISOV	1401 16th Street, N.W., Washington D.C. 20036 code +1202 tel. 232-54-88, 550-96-17, fax 232-5845 e-mail: washington@kazakhembus.com washington_rk_reserv@hotmail.com http://www.kazakhembus.com
Permanent Representation to the UN (New York) Permanent Representative Byrganym S. AITIMOVA	305 East, 47th Street, 3d Floor, New York, NY 10017 code +1212 tel. 230-19-00, 230-11-92, fax 230-11-72 e-mail: kazakhstan@un.int http://www.kazakhstanun.org/ http://www.kazconsulny.org/
<u>Canada</u> - Embassy (Ottawa) Ambassador Erlan A. ABILDAYEV	283 McLeod Street, Ottawa, Ontario, Canada. Postal code: K2P 1A1 code +1613 tel. 788-37-04, fax 788-37-02 e-mail: kazconscan@on.aibn.com http://www.kazconsul.ca
EUROPE	
<u>United Kingdom</u> -Embassy (London) Ambassador Kairat K. ABUSEITOV	33 Thurloe Square, London SW7 2SD code +44-207, tel. 581-46-46, 590-34-90, fax 584-84-81 e-mail: london@kazembassy.org.uk http://www.kazakhstanembassy.org.uk
<u>Belgium</u> – Embassy (Brussels) Ambassador Erik M. UTEMBAYEV	Avenue Van Bever, 30, 1180 Bruxelles, Belgique code +322 tel. 374-95-62, fax 374-50-91 e-mail: kazakstan.embassy@swing.be http://kazakhstanembassy.be
<u>France</u> - Embassy (Paris) Ambassador Nurlan Zh. DANENOV	59, rue Pierre Charron, 75008 Paris, France code +331 tel. 456-15-206, 456-12-200 fax 456-15-201 e-mail: amb.kaz1@wanadoo.fr ; yk001@dial.oleane.com
<u>France</u> - Delegation to the UNESCO (Paris) Permanent Representative Olzhas	59, rue Pierre Charron, 75008 Paris, France code +331 tel. 422-502-10, 422-509-00 fax 422-511-11

O. SULEIMENOV	e-mail: unescokz@unescokz.org
<u>Germany</u> - Embassy (Berlin) Ambassador Nurlan B. ONZHANOV	Bundesrepublik Deutschland Nordendstrasse 14-17,D-13156 Berlin- Pancow code +4930 tel. 470-071-11, 470-071-60 fax 470-071-25 e-mail: info@botschaft-kaz.de , www.botschaft-kaz.de
<u>Austria</u> - Embassy (Vienna) Ambassador Erzhan Kh. KAZYKHANOV	Botschaft von Kasachstan Felix-Mottl-Str. 23, A-1190 Wien code +431 tel. 367-66-57-11\77, fax 367-66-57-20 e-mail: embassy@kazakhstan.at
Permanent Representation to the OSCE (Vienna) Permanent Representative Kairat K. ABDRAKHMANOV	1010 Vienna, Wipplingerstrasse 35, Floor 3 code +431 тел. 890-80-08-10; 890-80-08-38 fax 890-80-08-20 e-mail: kzosce@kazakhstan.at ; aldanysh.kusainova@gmail.com
<u>Switzerland</u> - Embassy (Bern) Ambassador Mukhtar B. TLEUBERDI	Alleweg 15, CH 3006 Bern, Suisse code +4131 tel. 351-79-69, fax 351-79-75 e-mail: mission.kazakstan@ties.itu.int http://missions.itu.int/~kazaks/
<u>Switzerland</u> - Mission to the United Nations' Office in Europe (Geneve) Permanent Representative Mukhtar B. TLEUBERDI	Chemin du Prunier 10, 1218 Grand-Saconnex Geneve, Suisse code +4122 tel. 788-66-00, fax 788-66-02 e-mail: mission.kazakstan@ties.itu.int http://missions.itu.int/~kazaks/
<u>Italy</u> - Embassy (Rome) Ambassador Almaz N. HAMZAYEV	Via Cassia, 471, 00189 – Roma, Italia код +3906 тел. 363-011-30; 363-084-76, факс 362-926-75; 362-926-12 e-mail: kazakstan.emb@agora.it http://www.embkaz.it
<u>Spain</u> - Embassy (Madrid) Ambassador Ergaly B. BOLEGENOV	C/ Sotillo, 10 Parque Conde de Orgaz 28043 MADRID code +3491 tel. 721-62-90, 721-62-94, fax 721-93-74 e-mail: embajada@kazesp.org сайт: www.kazesp.org
<u>Hungary</u> - Embassy (Budapest) Ambassador Rashid T. IBRAYEV	Kary u. 59 Budapest 1025 Hungary code +361 tel. 275-13-00, 275-13-01, fax 275-20-92 e-mail: kazak@t-online.hu
<u>Poland</u> - Embassy (Warsaw) Ambassador Alexey Y. VOLKOV	ul. Królowej Marysieńki 14, 02-954 Warszawa code +4822 tel. 642-27-63, 642-53-88, fax 642-34-27 e-mail: kazdipmis@hotmail.pl , http://www.kazakhstan.pl
<u>Czech Republic</u> - Embassy (Prague) Ambassador Anarbek B. KARASHEV	160 00 Praha 6, ul. Romaina Rolanda 12 code +420 tel. 233-375-642, 233-375-643 Fax: 233-371-019 e-mail: kzembas@gmail.com www.kazembassy.cz
<u>Lithuania</u> -Embassy (Vilnius) Ambassador Galymzhan T. KOISHYBAYEV	Birutes 20A/35, 08117 Vilnius-4 Lithuania code +3705 tel. 212-21-23, 231-30-40 fax 231-35-80 e-mail: kazemb@iti.lt , embassy.lt@mfa.kz
<u>Turkey</u> - Embassy (Ankara) Ambassador Bagdad K. AMREYEV	066450 Kilik Ali sokak №6, Or-An Diplomatik Sitesi Cankaya, Ankara, Turkey code +90312 tel. 491-91-00, 446-12-65 fax 491-44-55 e-mail: kazank@kazakhstan.org.tr , http://www.kazakhstan-embassy.org.tr
<u>Netherlands</u> - Embassy (Den Haag) Ambassador Mainura S. MYRZAMADIEVA	Nieuwe Parklaan 69, 2597 LB, The Hague, The Kingdom of the Netherlands code +3170 tel. 363-47-57, fax 365-76-00, 427-22-20 e-mail: kazakhstan-ambassade@planet.nl , kazakhstan-consul@planet.nl
<u>Greece</u> - Embassy (Athens) Ambassador Sergey N.	Athens, Papagy 15669, Imyttu Str. 122 code +30 tel. 210-651-56-43, 210-654-77-65

NURTAYEV	fax 210-651-88-21; 210-651-63-62 e-mail: dpmath@otenet.gr ; nurzhan_k@inbox.ru
<u>Croatia</u> – Embassy (Zagreb) Counselor Karakoz K. BAYMENOVA	10000, Zagreb, Marticheva 14/2 code +3851 tel. 461-47-23, 457-37-96, fax 461-47-23 e-mail: consul.kz.zagreb@email.t-com.hr
<u>Norway</u> - Diplomatic Mission (Oslo) Charge d`affaires a.i. Marat T. ESENBAYEV	Nedre Vollgate 3, 2 nd floor, 0158, Oslo, Norway. code +47 tel. 224-206-40, 224-206-41, fax. 224-206-42 e-mail: kazak@online.no www.kazembassy.no
<u>Romania</u> - Diplomatic Mission (Bucharest) Charge d`affaires a.i. Kairat A. AMAN	26BIS Giuseppe Garibaldi Str., sector 2, Romania code 8-10-4 tel. 031- 107 10 83; 021-230-0865; fax 021- 230-08-66 e-mail: dipmissionkz@zappmobile.ro
<u>Bulgaria</u> - Diplomatic mission (Sofia) Charge d`affaires a.i.	Sofia, Lozenets Galishiza 38 Str. code +3592 tel. 862-41-52, 862-41-55, fax 862-41-70 e-mail: kzfin@bulpost.net
MIDDLE EAST, ASIA AND AFRICA	
<u>Egypt</u> - Embassy (Cairo) Ambassador Bahtyar S. TASYMOV	9, Wahib Doss street, Maadi, Cairo, Egypt code +202 tel. 238-098-04, 235-928-10; fax 235-865-46 kazaemb@intouch.com , kazaemb@link.net
<u>Israel</u> - Embassy (Tel-Aviv) Ambassador Galym I. ORAZBAKOV	52a, Hayarkon Str., Tel Aviv 63432, Israel code +9723 tel. 516-34-11, 516-34-64, fax 516-34-37 e-mail: kzisrael@kzizr.com http://www.kazakhemb.org.il
<u>The Hashemite Kingdom of Jordan</u> (Amman) Ambassador Bolat S. SARSENBAEV	Abu Bakir Nabaty Str., Amman code +962 tel. 6-592-79-53, 6-592-79-54 fax 6-592-79-52 e-mail: kazemb@orange.jo
<u>Afghanistan</u> - Embassy (Kabul) Ambassador Agybay D. SMAGULOV	Kabul, Wazir Akbar Kham, 10-th Str, House, 10 code +93 tel. 799-79-83-69 e-mail: kazembkb@multinet.af
<u>Japan</u> - Embassy (Tokyo) Ambassador Akilbek A. KAMALDINOV	5-9-8 Himonya, Meguro-ku, Tokyo 152-0003 Japan code +813 tel. 379-15-273, 379-152-75 fax 379-152-79 e-mail: jpdiplomemb@gmail.com http://www.embkazjp.org
<u>Mongolia</u> - Embassy (Ulan-Bator) Ambassador Orman K. NURBAYEV	Zaisan street - 31/6, 1 khoroo, Khan-Uul district, “Twin” tawn, Ulaanbaatar code +976 tel.11- 34-54-08, 11-34-10-76, 77-34-17-07 fax 1-34-17-07 e-mail: info@kazembassy.mn
<u>Thailand</u> - Mission (Bangkok) Charge d`affaires a.i. Amir B. MUSIN	Suite 4301, 43 rd Floor, JTC Building 919/501 Silom Road, Bangkok 10500 code +662 tel. 234-63-65, 234-63-66, fax 234-63-68 e-mail: mail@kazembassythailand.org http://www.kazembassythailand.org
CIS	
<u>Russia</u> - Embassy (Moscow) Ambassador	01000 Moscow, Chistoprudnii bulvar 3a code 8-495 tel. 627-17-01, 627-18-09; 627-17-06 fax 608-26-50; 608-15-49 e-mail: moscow@kazembassy.ru http://www.kazembassy.ru
<u>Ukraine</u> - Embassy (Kiev) Ambassador Amangeldy	01901, Kiev, Melnikova, 26 code +38044 tel.489-18-58, fax 483-11-98

ZHUMABAYEV	e-mail: post@kazakh.kiev.ua www.kazembassy.com.ua
<u>Belarus</u> - Embassy (Minsk) Ambassador Anatoliy V. SMIRNOV	220029 Minsk, Kuybisheva 12. code +37517 tel.288-10-26, 334-30-23, fax 334-96-50 e-mail: kazemb@nsys.by ; minsk@mfa.kz
<u>Uzbekistan</u> -Embassy (Tashkent) Ambassador Zautbek K. TURISBEKOV	70015 Toshkent shahar, Chehov 23 Str. code +99871 tel. 252-16-54, 239-09-86; fax 252-16-50 e-mail: info@kazembassy.uz
<u>Kyrgyzstan</u> - Embassy (Bishkek) Ambassador Bibit O. ISSABAYEV	95-A Mira pr., Bishkek, Kyrgyzstan code +996312 tel. 69-21-01, 69-21-04, 69-20-95 fax 69-20-94 e-mail: embassy.kg@mfa.kz
<u>Turkmenistan</u> - Embassy (Ashgabad) Ambassador Askhat T. ORAZBAY	744036, Ashgabat, Garashizlik, 11, h. 13 code +99312 tel.48-04-68, 48-04-69, 48-04-72 fax 48-04-75 e-mail: emb@kaztm.info
<u>Tajikistan</u> - Embassy (Dushanbe) Ambassador Abutalip I. AKHMETOV	734025, Husein zoda 31/1 code +992372 tel.21-89-40, fax 51-01-08 e-mail: dipmiskz7@tajnet.com
<u>Azerbaijan</u> - Embassy (Baku) Ambassador Serik D. PRIMBETOV	H. Aliyeva, district 15, h. 8, 10 Baku code +99412 tel. 465-62-47, 465-62-48, fax 465-62-49 e-mail: embassyk@azdata.net
<u>Armenia</u> – Embassy (Erevan) Ambassador Nurbolat ZH. ALIMBAYEV	Yerevan, 66 Aigedzora str. code +374-10 tel. 211-333, 210-999, fax 274-170; 210-170 e-mail: www.kazembassy@web.am ; www.kazembassy.am
<u>Georgia</u> - Embassy (Tbilisi) Charge d'affaires a.i. Igor I. MUSALIMOV	23 Shatberashvili str., 0179, code +7-99532 tel. 99-76-84 e-mail: dmkazaida@inbox.ru
CONSULATE AND CONSULATE-GENERAL	
<u>Russia</u> – Consulate-General (St.-Petersburg) Consul-General Zhumabek K. KENSHIMOV	St.-Petersburg Vilenskiy 15, Liter A 8-812 tel. 335-25-46; 335-25-47 e-mail: kazconspb@mail.ru www.kazconsulate.spb.ru code
<u>Turkey</u> - Consulate (Istanbul) Consul-General Askar ZH. SHOKYBAYEV	Florya caddesi, № 62 Senlikkoy, FLORYA-ISTANBUL, TURKIYE code +90212 tel. 662-53-47, fax 662-53-49 e-mail: consulkzist@superonline.com
<u>Germany</u> -Consulate – General (Frankfurt) Consul-General Beibit B. ATAMKULOV	Beethoven str. 17, 60325, Frankfurt am Main code +4969 tel. 971-467-31, 971-467-46 fax 971-46-818 e-mail: info.kaz@genconsul.de
<u>Germany</u> – Consulate (Hannover) Consul Zhumabek K. ISKAKOV	Landschaftstrasse 4/5, 30159 Hannover code +49511 тел. 301-868-99; 301-868-97 fax 301-868-95 e-mail: konsul-hannover@t-online.de
<u>Germany</u> – Consulate (Munich) Consul Saken E. HAMIDULLIN	Hans-Urmiller-Ring 46 A, 82515 Wolfratshausen code +498171 тел.629-91-56; 629-91-50 факс. 629-91-57 e-mail: konsulmuenchen@konsulat-kasachstan.de
<u>Germany</u> – Department of Embassy (Bonn) Counsellor Gauhar H. BEISEYVA	Rathausstrasse 3, 53225 Bonn code +49228 тел. 403-87-27; 403-87-24, fax 403-87-20 e-mail: konsul-bonn@web.de
<u>Russia</u> - Consulate (Astrakhan)	414056 Astrakhan, Aquarelnaya 2B Str. code +7-8512 tel. 61-00-07, fax 25-18-85

Consul Askhat U. SYZDYKOV	e-mail: consulrk@astranet.ru
<u>Russia</u> - Consulate (Omsk) Consul Orynбек M. MUKHSIINOV	Omsk, Sh. Valihanov 9 code +7-3812 tel. 32-52-07; 32-52-13, 32-52-06 fax 32-52-05, 32-52-15 e-mail: kzconsul@omskcity.com e-mail: kzcmd@omskcity.com
<u>Latvia</u> – Consulate (Riga) Consul – Askar MAKHMUTOV	Рига қаласы, Vilandes iela көшесі 6, LV-1010 code +371 tel. 673-24-223, fax 672-43-028 e-mail: kazconsulat@mail.ru
<u>Moldova</u> - Consulate (Kishinev) Second Secretary Kairat T. ADYROV	2004, Kishineu, Shtefan chel mary bvld., 202 code +37322 tel. 74-06-14, fax 74-69-81 e-mail: kazconsul@arax.md
<u>Slovakia</u> - Consulate (Bratislava) Counsellor Kairat A. SARZHANOV	Gundulicova 6, 811 05 Bratislava code+421 tel. 232-661-243, 232-66-12-42; fax 232-661-221 e-mail: kazdip@gmail.com

List of additional Hotels in Astana

HOTELS NEAR THE CONFERENCE VENUE *approx. 5-15 min drive from the Conference venue*

1) Astana Park Hotel ****

2, Turan av., City park zone, Astana/Kazakhstan

Tel.: +7(7172)55 63 33

www.astana-park.kz

Room rates: Single 15 260 tenge (71 EUR), Junior Suite: 38 400 tenge (179 EUR), Junior: 26 880 (126 EUR)

Including local taxes and breakfast

Payment modus: in tenge only, cash or with credit card (Master, VISA)

2) Comfort Hotel Astana ****

District Chubary, 60, Cosmonaut, str. Astana/Kazakhstan

Tel.: +7(7172) 22 10 21, 24 26 76

Fax: +7(7172)22 10 30

Email: info@comforthotel.kz

Room rates: Single 26 600 (124 EUR) tenge, Junior Suite: 44 000 tenge (205 EUR)

Including local taxes and breakfast

Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX)

HOTELS IN THE OLD PART OF THE CITY - *approx. 20-30 min drive from the Conference venue*

3) HOTEL Okan Intercontinental Astana *****

Address: 47, Abay av. 010000, Astana (old centre)

Tel: +7(7172)39 10 00, 39 10 60, Fax: +7(7172)39 10 12 reservations

Website: www.interconti-astana.kz

Room rates: Single 60 600 tenge (282 EUR), Junior Suite: 95 307 tenge (444 EUR), Junior: 103987 tenge (484)

Including local taxes and breakfast

Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX)

4) Radisson SAS Hotel Astana *****

4, Saryarka av. Astana/Kazakhstan

Tel.: +7(7172)99 00 00, Fax: +7(7172) 99 22 22

Email: Info.astana@radissonsas.com

Reservation.astana@radissonsas.com

Web: www.radissonsas.com

Room rates: Single 43 400 tenge (202 EUR), Double 51 412 tenge (240 EUR), Business Class 64 232 tenge (299 EUR)

Including local taxes and breakfast

Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX)

5) Grand ParkEsil ****

8, Beybitshilik str. Astana/Kazakhstan

Tel.: +7(7172)59 19 01, 32 88 18

Email: reservations@grandparkesil.kz

www.grandparkesil.kz

Room rates: Single: 23 520 tenge (110 EUR) , Junior Suite: 61 600 tenge (287)

Including local taxes and breakfast

Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX)

6) Abay ***

Address: 33, Republic ave., Astana, Kazakhstan

Telephone: +7 (7172) 33-01-00, 31 02 02, Fax: +7(7172) 33 02 01

www.tourist.astanainfo.kz

Room rates: Single 8000 tenge (37 EUR), Double 11 000 tenge (51 EUR)

Junior Suite: 12 000 tenge (56 EUR)

Including local taxes and breakfast

Payment modus: in tenge only, cash or with credit card (Master, VISA, AMEX)

ҚАЗАҚСТАН РЕСПУБЛИКАСЫ
ВИЗАЛЫҚ САУАЛНАМА



The Republic of Kazakhstan
VISA APPLICATION FORM

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Фото сурет
Photo

Ескертпе!

Сауалнама баспалық әріптермен толық және ұқыпты түрде толтырылуы тиіс.
Дұрыс толтырылмаған сауалнама кіру визасын беруден бас тартуға себеп болуы мүмкін.

Attention!

Application form should be filled in fully and accurately, in block letters.
Wrong filling of application form can become a cause of refuse in issue of entry visa.

1. **Тегі**/Surname(s): _____
2. **Аты**/First names: _____
3. **Өзге де тегі мен аты**/Other names and surnames: _____
4. **Жынысы**/Sex: **Ер**/Male **Әйел**/Female
5. **Туған күні**/Date of birth:
күні/day айы/month жылы/year
6. **Туған жері (қала және ел)**/Place of birth (city and country): _____
7. **Азаматтығы**/Nationality: _____
8. **Туған кезіндегі азаматтығы**/Nationality by birth: _____
8. **Отбасы жағдайы**/Marital status:
 бойдақ/single **үйленген (күйеуде)**/married
 ажырасқан/divorced **тұл ер (жесір)**/widow(er)
9. **Егер үйленген (күйеуде) болсаңыз жұбайыңыздың (зайыбыңыздың) аты-жөнін және азаматтығын көрсетіңіз**/If you are married, please, inform your spouse's full name and nationality: _____
10. **Тұрақты тұратын мекен-жайы**/Your permanent home address: _____
тел/tel. _____
11. **Мамандығы және лауазымы**/Occupation (educational background and position): _____
12. **Жұмыс орны**/Place of work: _____
мекен-жайы/address: _____
тел/tel. _____
13. **Паспорт түрі**/Type of passport:
 дипломаттық/diplomatic **қызметтік**/service
 ұлттық/ordinary **басқа құжат түрі**/other type of document
Нөмірі/Number: _____ **берілген күні**/date of issue: _____ **берілген жері**/issued by: _____
қолданыс мерзімі/valid till: _____
14. **Туған елінен тыс тұратын адамдар үшін: тұратын мемлекетіне қайтуға рұқсаты бар ма?**/For person who lives outside of the country of origin: have you got a permission to return to the country of living?:
Жоқ/No **Бар**/Yes
Рұқсаты болған жағдайда, құжат нөмірін және қолданыс мерзімін көрсетіңіз/If yes, please indicate the number of this document and its validity: _____
15. **Бұрын Қазақстанда болғансыз ба?**/Have you visited the Republic of Kazakhstan before?: **Жоқ**/No
 Иә/Yes
- Болған жағдайда, бұрынғы сапарларыңыздың күндерін және мақсатын көрсетіңіз**/If yes, indicate the date and purpose of the visit(s): _____
16. **Сіздің Қазақстан Республикасына келуіңізге бұрын рұқсат берілмеген жағдай болды ма?**/Have you ever been refused entry to the Republic of Kazakhstan?: **Жоқ**/No **Иә**/Yes **Бас тартылған жағдайда, себептерін жазыңыз (қашан және кім рұқсатты берген жоқ)**/If yes, please give details below (when and by whom): _____
17. **Сапардың мақсаты**/Purpose of travel: _____
18. **Қабылдайтын тарап (мекен-жайы, тел.)**/Inviting organization (address, tel.): _____
немесе жауапты тұлға туралы мәлімет (толық аты-жөні, мекен-жайы, тел.)/or person, arranging your visit to, Kazakhstan (full name, address tel.): _____
19. **Қазақстан Республикасында болатын пункттері**/Places of destination in the Republic of Kazakhstan: _____

20. Қазақстан Республикасындағы келетін бастапқы пункті/The first place of entry into the Republic of Kazakhstan: _____

21. Қазақстандағы уақытша тұратын мекен-жайы/Temporary address in Kazakhstan: _____

22. Сіздің сапарыңызды және Қазақстанда болу мерзімінде тұру шығыстарыңызды кім қаржыландырады?/Who is paying for your cost of travelling and for your costs of living during your stay in Kazakhstan?: _____

23. Қазақстанда болу мерзіміне сақтандыруыңыз бар ма?/Have you got an insurance for the period of your stay in Kazakhstan?: Жоқ/No Бар/Yes. Сақтандыру болған жағдайда, оның қолданыс мерзімін және сақтандыру компаниясының атауын көрсетіңіз/If yes, please indicate its validity and the name of insurance company: _____

24. Қазақстан арқылы транзитпен өткен жағдайда, негізгі баратын мемлекеттің визасы немесе тұруға ықтиярхаты бар ма?/In case of transit through Kazakhstan, have you got an entry visa or residence permit for your destination?:

Жоқ/No Бар/Yes. Болған жағдайда, баратын мемлекетті/if yes, indicate the country of destination: _____ кіру жоспарланған шекара пунктін/border point through which entry is planned: _____ транзиттің бағытын көрсетіңіз/route of transit _____

25. Сұрау салынатын визаның мерзімі/Period of requested visa: from _____ бастап to _____ дейін

26. Сұрау салынатын визаның мәртелігі/Number of entries requested: 1 2 3 көп мәртелік/multiple

27. Балалары (сізбен бірге жүрген балалар паспортыңызға енгізілген жағдайда ғана толтырылады)/Children (please indicate whether they are traveling with you and are entered in your passport):

№	Тегі, аты/ Surname, First names	Туған жері мен күні/ Date and place of birth	Азаматтығы/Nationality

Мен жоғарыда көрсетілген мәліметтердің толық және дұрыс екенін растаймын. Жалған мәліметтер беріліп қойған визаны жоюға немесе оны беруден бас тартуға себеп болуы мүмкін екендігі маған мәлім. Маған берілген визаның іске асу мерзімі аяқталуына дейін Қазақстан Республикасының аумағынан шығып кетуге міндеттімін.

Мен 2001 жылғы 12 маусымдағы Қазақстан Республикасының «Салық және бюджетке төленетін басқа да міндетті төлемдер туралы» № 209-II Кодексінің (Салық Кодексі) 514-бабына сәйкес төленген консулдық алымдар сомасының қайтарылмайтыны; берілген виза Қазақстанға кіруге толық кепілдік бермейтіні және Қазақстан Республикасының құзыретті органдары менің Қазақстан аумағына кіруіме келісім беруден бас тартқан жағдайда өтемақыға құқық бермейтіні туралы хабардармын.

I undertake that the above mentioned personal data are full and correct. I am aware, that wrong data can cause refuse and canceling of _____ already issued visa. I am obliged to leave the territory of the Republic of Kazakhstan before visa expiration.

I am told, that in accordance with the article 514 of the Tax Code of the Republic of Kazakhstan № 209-II of the 12 of June 2001 the sum of money paid as consular fee is not subject for return; the issued visa does not fully guarantee entry into Kazakhstan and will not serve as basis for compensation in case the authorized bodies of the Republic of Kazakhstan refuse entry for the owner of visa into territory of Kazakhstan.

Күні және жері/
Place and date: _____

Қолы/Signature: _____

Қызметтік жазбалар үшін

Astana (former names include **Akmolinsk**, **Tselinograd** and **Akmola**), is the capital and second largest city (after Almaty) of the Republic of Kazakhstan, with an officially estimated population of 750,700 as of November 2008. It is located in the north-central portion of Kazakhstan, within Akmola Province.

In 1994, the city was designated as the future capital of the newly-independent country, and again renamed to the present "Astana" after the capital was officially moved from Almaty in 1997. The word *Astana* in Kazakh literally means *Capital* but the word itself originates from Persian "Asta-'neh"¹ which has the meaning of "Holy Place".

By 2007, Astana's population has more than doubled since the move, and it is estimated to top 1 million by 2030. Astana is a magnet for young professionals seeking to build a career.

The city is located in central Kazakhstan on the Ishim River in a very flat, semi-desert steppe region which covers most of the country's territory. The elevation of Astana is at 347 meters above sea level. Astana is in a spacious steppe landscape, in the transient area between the north of Kazakhstan and the extremely thinly settled national center.

Politics and governmental activities contribute to the main economic activity in the capital, which also forms a Special Economic Zone. Since the move, Astana has seen one of the world's greatest building projects, as oil money has been spent on government buildings, a mosque, and numerous parks and monuments. The project is designed to not just make the town the centre of Kazakhstan, but of all Central Asia.

Astana can be largely divided into a few different areas. North of the railway line, which crosses Astana in an east-west direction, are industrial and poorer residential areas. Between the railway line and the river Ishim is the city center, where at present intense building activity is occurring. To the west and east are more elevated residential areas with parks and the new area of government administration to the south of the Ishim. Here many large building projects are underway; for example, the construction of a diplomat quarter, and a variety of different government buildings. By 2030, these quarters are to be completed. The original plans for the new Astana were drawn up by the Japanese architect Kisho Kurokawa. The old buildings that remained from the Soviet era are now being removed and replaced by totally new structures. Due to this, a lot of construction work can be observed throughout the city.

Bayterek is the most famous landmark in Astana. The legend behind this tower as a symbol is that it represents a poplar tree, where the magic bird Samuruk laid its egg. In the sphere on the top of Bayterek there is an imprint of President Nursultan Nazarbayev's hand.

Today the capital is the sister city of 20 cities of the world: Moscow (Russian Federation), Minsk (Belarus), Kiev (Ukraine), Chisinau (Republic of Moldova), Tashkent (Uzbekistan), Riga (Latvia), Tbilisi (Georgia), Baku (Azerbaijan), Cairo (Egypt), Islamabad (Pakistan), Berlin (Germany), Budapest (Hungary), Warsaw (Poland), Vilnius (Lithuania), Ankara (Turkey), Gdansk (Poland), Ushak (Turkey), Bangkok (Thailand), Seoul (Republic of Korea), and Amman (Jordan).



More information on Astana can be found at:

<http://www.astana.kz/>