



Logistic Note for World Cotton Day 2023

4 October 10:00 (CEST) to 20:30 (CEST) 2023
VIENNA INTERNATIONAL CENTRE

Access To Organization

Date and Venue

The World Cotton Day 2023 will take place on 4 October 2023 at the Vienna International Centre in Austria (VIC):

C-Building, UNIDO Headquarters in Vienna
Vienna International Centre,
Wagramerstrasse. 5, A-1400 Vienna, Austria



Transportation: How to reach the VIC

If you are already in town:

The VIC can be reached with the underground (U-Bahn) by taking the **red line (U1)** towards **Kagran** and getting off at the station **Kaisermühlen-Vienna International Centre**. Single tickets may be purchased from the vending machines located in the U-bahn Stations, costs €2,4 and are valid for one trip lasting no longer than one hour in one direction.

If you arrive directly from Vienna International Airport:

City Airport Train- Highspeed from/to the airport. From the airport to the heart of Vienna (Wien Mitte) in 16 minutes non-stop. Every thirty minutes. Single Ticket €14,90, Return Ticket €24,90. For further details. please check website: <https://www.cityairporttrain.com/en/home>

Another alternative is to take the **train (S-Bahn)** from the airport to **Praterstern**. The train leaves every 30 minutes. The fare, including luggage, is €4.30. The trip lasts about 24 minutes. Arriving at Praterstern change to the underground **line U1** (same as above) to get to the VIC. Please check for details about the schedule, cost and other details of the Vienna Airport Lines at website: <https://www.viennaairportlines.at/en/informationen/unser-streckennetz>

Access To Organization

Registration: How to enter the VIC

Participation in the World Cotton Day is free of charge. Travel and accommodation costs are to be borne by participants. Please kindly note that UNIDO is NOT going to sponsor the logistic cost of the participants.

Visa Information

Please check the Austrian visa requirements for your country of origin via the following link: <https://www.bmeia.gv.at/en/travel-stay/entrance-and-residence-in-austria/visa/>

UNIDO does not take any responsibility for obtaining and/or providing visas, but can provide materials such as invitation letter to help with visa facilitation.

Immigration and Customs Control

Immigration control authorities at the airport may ask you the reasons for your travel even if you have a valid visa. It is recommended to carry all of your documents when entering the Schengen area: invitation letter or confirmed registration, hotel booking, a valid medical insurance for Europe, etc.

Registration & Badges

Upon arrival at **VIC Gate 1**, meeting participants should enter through the entrance for visitors (right side) and pass the security controls. After security controls are completed, meeting participants are requested to pick up the ground pass at the **Pass Office**. They will be requested to identify themselves with their national passport or a valid official identification document. Please note that it is mandatory to wear the grounds pass visibly at all times while on the VIC premises.

Accommodations

These hotels in Vienna offer special UN and UNIDO rates (subject to direct reservation with the hotel):

Hotel Park Inn & Suites by Carlson ****

Address: Wagramer Strasse 16, 1220 Vienna

Tel. +43 (1) 260 400, Fax +43 (1) 260 40-699

E-mail: reservation.vienna@rezidorparkinn.com

Hotel Park Inn & Suites by Carlson ****

A few minutes walking distance from the VIC

Address: Wagramer Strasse 16, 1220 Vienna

Tel. +43 (1) 260 400, Fax +43 (1) 260 40-699

E-mail: reservation.vienna@rezidorparkinn.com

Hotel NH Danube City ****

A few minutes walking distance from the VIC

Address: Wagramer Strasse 21, 1220 Vienna

Tel. +43 (1) 260 20 8266 (Ms. Berger), Fax +43 (1) 260 20/8108

E-mail: nhdanubecity@nh-hotels.com

Hotel Donauzentrum ****

in the Shopping Centre nearby, with the underground two stops only from the VIC

Address: Wagramer Strasse 83-85, 1220 Vienna

Tel. +43 (1) 203 55 45-113, Fax +43 (1) 203 55 45-183

E-mail: reservierung.donauzentrum@austria-trend.at

Hilton Vienna Danube *****

with the underground few stops and free shuttle service to the VIC every morning

Address: Handelskai 269, 1020 Vienna

Tel. +43 (1) 727 77-70000, Fax +43 (1) 727 77-71000

E-mail: reservations.vienna@hilton.com

ARCOTEL Kaiserwasser ****

Opposite Vienna International Centre

Address: Wagramerstrasse 8, 1220 Vienna

Tel. (43-1)52165 813, Fax +43 (1) 52165 810

E-mail: reservation.kaiserwasser@arcotel.at

Facilities at the VIC

Catering Services

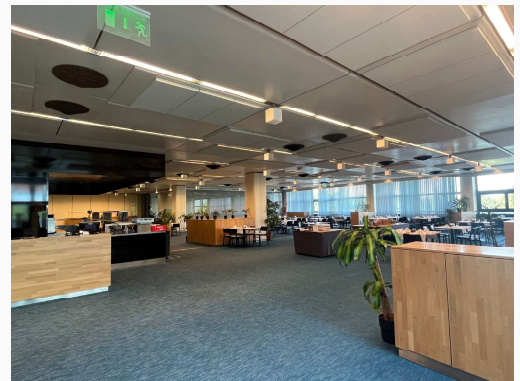
1. Cafeteria

The VIC Cafeteria is located on the ground floor of building F and offers a variety of lunch options ranging from €4-12. Guests are unable to pay by credit card, cash is more preferred. The lunch time is between 11:30 to 14:30



2. Restaurant

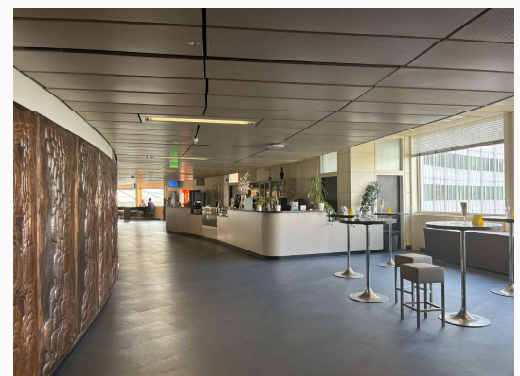
The VIC Restaurant is located on the ground floor of building F. Opening hours are 12:00–15:00. For reservations please contact: cateringVIC@eurest.at



3. Coffee Corner

For a quick bite, the VIC Coffee Corners located in building C, 4th and 7th floor offers all sorts of beverages, sandwiches and salads in amore relaxed setting

Three Coffee Corners are located on the ground floor, 1st and 2nd floors of building M. The coffee bar on ground floor is open daily 9:00–16:00. The opening hours of the coffee bar on the 2nd floor correspond to the planned coffee breaks of meetings held on this floor



4. Cocktail Lounge (Bar)

We will hold a light style closing reception at VIC Bar located on the ground floor of building F, with finger food and drinks between 18:00-19:00



Banking Services

Bank Austria has two branch offices in the VIC. One branch office is located in building D on the ground floor (D0E71), external telephone no.: 050505-30200, fax no.: 050505-30205, email: vic@ba-ca.com

Another branch is located in building C, first floor, external telephone no.: 050505-30200, fax no.: 050505-30210, email: vic@ba-ca.com

Opening hours are 9:00–15:00 (17:00 on Thursdays). Bankomat (ATM) machines are available outside the bank on D0E71 and C0113

Post Office

The VIC post office is located in building C, first floor. Opening hours are 8:00–18:00, Monday to Friday

Medical Services

The VIC Medical Service is located on the 7th floor of building F (F07). Opening hours are 8:30–12:00 and 14:00–16:30 (15:00 on Thursday). Emergencies, however, are dealt with at any time during regular office hours

The Pharmacy is located on the 7th floor of building F (F0715). It sells over-the-counter and prescription drugs. Opening hours are 10:00–12:00 and 12:30–16:30

Lost and Found

The UN Security Service Duty Room on the ground floor of building F (F0E21) provides a “lost and found” service

Emergency and Security

UN Security Control Centre is available 24/7, external telephone no. -99 or (+43 -1) 26060-99

Emergency Numbers Austria: Police 133, Fire 122, Ambulance 144

Gifts and Souvenirs

The official United Nations Gift Counter is located at Gate 1. Opening hours are 10:00–16:00, daily

The sales counter of the United Nations Postal Administration offering stamps and souvenirs is located at Gate 1. Please note that mail with UN stamps can only be dispatched from the VIC. Opening hours are 9:00–12:00 and 13:00–16:30

General Information

Time Zone

Austria follows Central European Time

Language

Simultaneous interpretation will be provided for high-level plenary and partners' meeting in English and French

Electricity

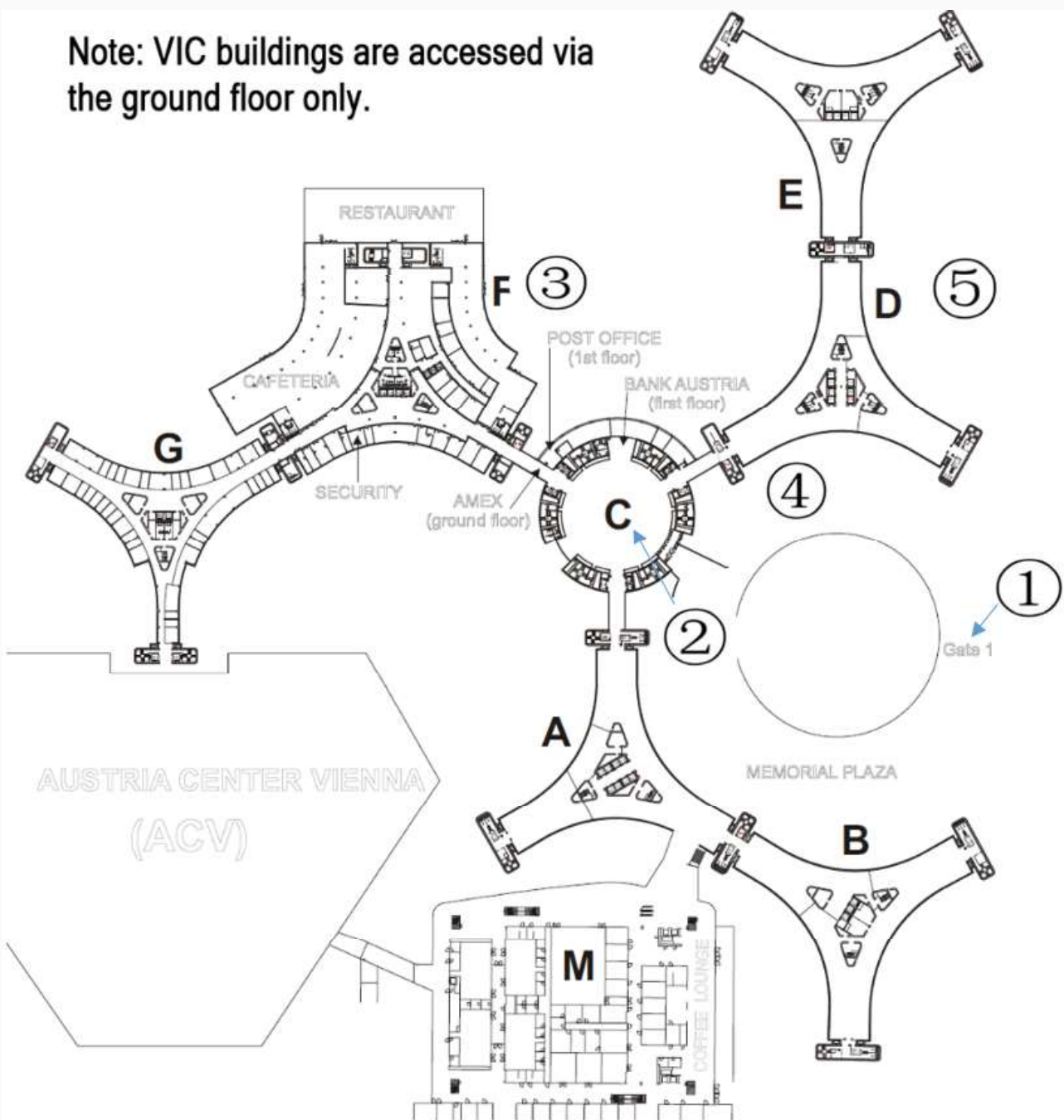
The electricity voltage is 220 volts (50 cycles). A standard voltage converter and an adapter should be sufficient for conversion. Normally, the electricity outlet in Vienna requires a two-prong plug with round prongs. Computers require a European plug adapter and phone jack adapter that can be purchased at appliance stores

Currency

The currency in Austria is Euro. Besides the euro, no other currency is officially accepted in Austria, although major currencies like US dollars and British pounds can easily be exchanged for euros in Vienna. It is better to exchange your money in advance so as to avoid paying a higher rate

Maps

Note: VIC buildings are accessed via the ground floor only.



1	Gate 1, entrance
2	C building, Conferences, Exhibition and booths, Coffee corner
3	F building, Cafeteria and Restaurant
4	Fountain area C-D, Fashion Show
5	D building, UNIDO Headquarter