

Version 14/01/2019 10:00

**10th Plenary Session of the Euro-Mediterranean Regional and Local Assembly  
(ARLEM)  
26-27 February 2018 in Seville**

**PRACTICAL INFORMATION**

Seville, the fourth largest city of Spain, is the capital of the Autonomous Community of Andalusia.

**Visa**

EU citizens only need a valid passport or identity document.

For non-EU citizens, it is their responsibility to check visa requirements with the diplomatic representation of Spain in their country well in advance of the trip and to get the needed visa before departure.

**Meeting venue**

The ARLEM plenary session will be held at the following address:

Real Alcázar de Sevilla  
Patio de Banderas, s/n.  
41004 Seville (Spain)

Phone number: +34 954 50 23 24  
Website: [www.alcazarsevilla.org](http://www.alcazarsevilla.org)

**Getting there by plane**

Sevilla-San Pablo Airport (IATA code: SVQ) is located 10 kilometres northwest of the city of Seville.

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## **Transfer from the airport**

An airport shuttle will be provided by the Municipality of Seville between Sevilla-San Pablo Airport and the recommended hotel(s) on the 25<sup>th</sup> February. Likewise, transportation will be provided from the recommended hotel(s) to the airport on the 27<sup>th</sup> February (afternoon) and 28<sup>th</sup> (morning).

The time slots shall be communicated at the end of January/beginning of February 2019. Participants who wish to use this service are invited to inform the time and number of flights in the electronic registration form.

There is a bus system between the airport and the city centre (ticket: 4 euros). The ride takes about 35 minutes, depending on traffic. Please check the timetable using this link:

<http://www.tussam.es/uploads/pdf/HORARIOLINEAAEROPUERTO.pdf>

## **Taxi**

The taxi ride takes about 15-20 minutes depending on traffic and your destination in the city. The approximate cost of a trip to the centre varies between 22 and 31 euros.

## **Reimbursement of travel expenses (ONLY for the ARLEM members entitled to reimbursement, ARLEM experts and speakers)**

Arrival and departure must take place 48 hours before and after the end of the ARLEM meeting respectively. The start is scheduled for February 26 at 9 a.m. and the end of the program is scheduled for February 27 at 17:30 p.m.

## **Hotels recommended by the organisers**

- **Hotel Inglaterra**  
Plaza Nueva, 7  
41001 Seville (Spain)  
Phone number: +34 954 22 49 70 / Reservations phone number: +34 954 977 000  
Website: [www.hotelinglaterra.es](http://www.hotelinglaterra.es)  
*\* Approximately 10 minutes' walk to the meeting place*

Contact person:  
Ms Rocío Limón (Commercial Director)  
Email: [comercial@hotelinglaterra.es](mailto:comercial@hotelinglaterra.es)

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Price:

- Double room, breakfast included (one person): 105.00 €, VAT included
- Double room, breakfast included (two persons): 135.00 €, VAT included

- **Hotel Doña María**

Calle Don Remondo, 19

41004 Seville (Spain)

Phone number: +34 902 500 524

Website: [www.hoteldmaria.com](http://www.hoteldmaria.com)

\* *Approximately 5 minutes' walk to the meeting place*

Contact person:

Ms Marta Muñoz (Reservations Department)

Email: [reservas@hoteldmaria.com](mailto:reservas@hoteldmaria.com)

Price:

- Double room, breakfast included (one person): 110.00 €, VAT included
- Double room, breakfast included (two persons): 128.00 €, VAT included

- **Eurostars Sevilla Boutique**

Calle Abades, 41-43

41004 Seville (Spain)

Phone number: +34 954 979 009

Website: [www.eurostarssevillaboutique.com](http://www.eurostarssevillaboutique.com)

\* *Approximately 5 minutes' walk to the meeting place*

Contact person:

Ms Cristina Rodríguez Sendín (Reservations Department)

Email: [reservas@eurostarssevillaboutique.com](mailto:reservas@eurostarssevillaboutique.com)

Price:

- Double room, breakfast included (one person): 119.00 €, VAT included
- Double room, breakfast included (two persons): 129.00 €, VAT included

In order to get the special rate of the recommended hotels, please indicate in your booking request that your reservation is linked to your participation in the 10th ARLEM Plenary session.

We remind you that neither the ARLEM secretariat nor the Municipality of Seville can make reservations or be held responsible for them.

Members are free to book another hotel of their choice. Please note, however, that shuttles between other hotels and the meeting venue are NOT planned.

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## **Partners Program**

Depending on the demand, the Municipality of Seville shall organise a program for those interested participants' partners.

Participants are invited to inform the interest of their partners in the electronic registration form.

## **Health**

No vaccination is required to enter Spain.

## **Safety and security**

The whole country is on normal vigilance.

## **National emergency numbers**

- Emergency call number: 112
- National Police: 091
- Civil Guard: 062
- Firefighters: 080
- Medical assistance: 061

## **Communications**

For international calls to Spain, please dial +34

## **Time zone**

Time GMT + 1

## **Electricity**

In Spain the electrical sockets are of type F. The nominal voltage is 220 V and the standard frequency is 50 Hz.

## **Weather conditions**

Winter is mild in Seville: in February the average temperature is 13° C during the day with mornings and evenings that can be cool.

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## **Foreign exchange and banks**

The currency in force in Spain is the euro.

## **Registration form**

You can register to the 10th Plenary Session of ARLEM using this link  
<https://ec.europa.eu/eusurvey/runner/10thARLEMPlenarysessionSeville>

## **Contact information**

If you have any questions about your participation in the ARLEM plenary session, please contact the ARLEM secretariat:

- E-mail: [arlem-secretariat@cor.europa.eu](mailto:arlem-secretariat@cor.europa.eu)
- Tel: + 32 (0)2 282 2232; a service mobile phone number will be provided a few days before the meeting.

ARLEM website: [cor.europa.eu/arlem.go](http://cor.europa.eu/arlem.go)

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