



**UNITED
NATIONS**



Convention to Combat Desertification

Distr.
GENERAL

ICCD/COP(8)/INF.1
20 June 2007

ORIGINAL: ENGLISH

CONFERENCE OF THE PARTIES

Eighth session

Madrid, 3–14 September 2007

**Arrangements for the eighth session of the
Conference of the Parties**

Information for participants

The eighth session of the Conference of the Parties (COP 8) to the United Nations Convention to Combat Desertification (UNCCD) will be held from 3 to 14 September 2007 in Madrid, Spain. The present document contains general information which may be helpful to participants. Additional information will be provided on the UNCCD website <www.unccd.int>.

1. Secretariat

The secretariat of the UNCCD is headed by the Executive Secretary, Mr. Hama Arba Diallo. The secretariat is based in Bonn, Germany, at the following address:

Secretariat of the United Nations Convention to Combat Desertification
Langer Eugen, Hermann-Ehlers-Strasse 10
53113 Bonn, Germany
Tel: 49 228 815 28 00
Fax: 49 228 815 28 98/99
E-mail: secretariat@unccd.int

2. Host country authorities

The Government of Spain has established a national preparatory committee in charge of preparations for COP 8. For additional information, participants may contact:

Ms. Beatriz Revilla
Tragsa
Velázquez 36
28001 Madrid, Spain

Tel: 34 650 51 6856 / 917 81 3609
Fax: 34 917 81 3605
E-mail: brevilla@tragsa.es

3. Venue of the session

COP 8 will be held at:

Palacio de Congresos de Madrid
Paseo de la Castellana 99
28046 Madrid, Spain
Tel: 34 913 37 8100 / 01
Fax: 34 915 97 1094

For further information on the conference venue, please visit the following website:
www.pcm.tourspain.es/zIngles/index.htm.

The session will open on Monday, 3 September 2007. Meeting rooms will be made available for informal meetings without interpretation, subject to arrangements being made with the secretariat. Working hours will normally be from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.

4. Registration

It is of the utmost importance to accompany credentials with a passport-size photograph of each member of delegations attending COP 8. This will ensure a speedy pre-registration procedure, which will greatly reduce waiting time for delegates at the session venue.

Pre-registration for national delegations, United Nations specialized agencies and programmes, and intergovernmental and non-governmental organizations, as well as for the media, will take place at entrance immediately right of the main entrance of the Palacio de Congresos on:

- Friday, 31 August from 8 a.m. to 12.30 p.m. and from 2 p.m. to 5 p.m.
- Saturday, 1 September from 8 a.m. to 12.30 p.m. and from 2 p.m. to 5 p.m.
- Sunday, 2 September from 8.30 a.m. to 12.30 p.m. and from 3 p.m. to 6 p.m.

Registration will start on Monday, 3 September at 8 a.m. and continue throughout the session on working days from 8 a.m. to 1.30 p.m. and from 2.30 p.m. to 5 p.m. Any changes on the opening hours of the registration desk will be communicated in the Official Journal of the session. Identity badges will be issued at the time of registration, and participants are requested to wear them at all times, as they will be allowed access to the session venue only upon presentation of their badges.

5. Credentials

The credentials of representatives of Parties and the names of alternate representatives and advisers must be communicated to the secretariat either by the Head of State or Government or by the Minister for Foreign Affairs. To ensure full participation in the work of the conference, it is recommended that representatives of Parties should be provided with full powers to participate in the

session and, if necessary, to serve as officers of the COP and its subsidiary bodies, as well as of any committees or working groups of the session.

Credentials must be submitted to the secretariat of the Convention. The Bureau of COP 8 will examine the credentials and report to the session. Observer States and intergovernmental and non-governmental organizations must also be accredited.

It is strongly recommended that participants fax their credentials in advance to the secretariat in order to facilitate their registration during the conference:

Fax: 49 228 815 28 98 / 99

6. Information for the media

Representatives from the media can register at the entrance to the right of the main entrance of the Palacio de Congresos during pre-registration and registration hours upon presentation of a valid press card.

Applicants for media accreditation need to provide the following documentation:

- A letter of introduction from their bureau chief
- A passport or identification card for identification purposes
- One passport size colour photograph
- A valid press card
- Request for accreditation of media representatives

The application form can be downloaded from the website <www.unccd.int>.

Applicants should send the above-mentioned documentation to the UNCCD secretariat at:

E-mail: press@unccd.int
Fax: 49 228 815 2898 / 99

All the above conditions apply to both local and foreign journalists. Local journalists are, however, advised to start the process of accreditation as soon as possible, at least one month before the conference. Foreign journalists may do so as soon as they arrive in the country.

A fully dedicated and equipped press and media centre will be available at the conference venue.

Additional information for media representatives on the Convention and the conference can be obtained from the Convention secretariat at the above-mentioned address.

7. Transportation

From the airport

Madrid-Barajas Airport is located 12 km north-east of Madrid's city centre. The city centre or the Palacio de Congresos can be reached by taxi (meter fare about EUR 30) or public transport – underground (Metro) or buses; see details below.

- From Terminals 1, 2 or 3 to the city centre: metro station “Aeropuerto” (line 8); journey time about 15 minutes
- From Terminal 4 to the city centre: metro station “Aeropuerto T4” (line 8); journey time about 20 minutes

Some bus lines connect the airport with either the city centre (Avenida de América: line 204 from Terminal 4 and line 200 for Terminals 1, 2 and 3) or the surrounding areas. For further information on buses and other means of transport, please check the airport website (in English and Spanish): www.aena.es and then choose the option of Madrid-Barajas Airport at the left side link:¹

<www.aena.es/csee/Satellite?cid=1049727006353&pagename=Estandar%2FPage%2FAeropuerto&SMO=-1&SiteName=MAD&c=Page&MO=0&lang=EN_GB>

To the conference venue

Metro

Line 10, Station “Santiago Bernabeu”

Line 8, Station “Nuevos Ministerios” (3 minutes walk)

A single journey on the Metro costs EUR 1, a ticket for 10 journeys offers a substantial discount, costing EUR 6.40.

Buses

Lines 14, 27, 40–43, 120, 126, 147, 150

Local transport in Madrid

For information on public transport in Madrid Region and in the city centre, please visit the regional website: <www.ctm-madrid.es/>.

¹ The direct link for Barajas Airport in English is:

<www.aena.es/csee/Satellite?cid=1049727006353&pagename=Estandar%2FPage%2FAeropuerto&SMO=-1&SiteName=MAD&c=Page&MO=0&lang=EN_GB>

And in Spanish:

<www.aena.es/csee/Satellite?pagename=Estandar%2FPage%2FAeropuerto&c=Page&Language=ES_ES&MO=0&SMO=-1&recortar=0&nombreSelect=vaereo&SiteName=MAD%26cid%3D1049727006353>

Tourist Travel Pass

A “Tourist Travel Pass” enables purchasers to use all public transport services in the Region of Madrid. Passes can be bought in any metro station, and in the Central Tourist Point in the Plaza Mayor, and are available for 1, 2, 3, 5 and 7 calendar days. The prices for the city centre area are:

1 day	2 days	3 days	5 days	7 days
EUR 3.80	EUR 6.80	EUR 9.00	EUR 14.20	EUR 19.80

Participants’ welcome pack

At the passenger service office of the Airport Metro Station, participants will be presented with a welcome pack including maps of the city and transport networks.

8. Hotel accommodation

It is highly advisable to make hotel reservations well in advance, as September is still high season for hotels in Madrid and a number of international events will take place in concomitance with the conference. A list of hotels is provided in annex I.

9. Medical services and emergency numbers

Emergency medical services will be available throughout the conference. A nurse and doctor will be on duty during the conference; room and telephone numbers will be published in the Official Journal of the session.

Any involvement in an accident should be reported immediately to the United Nations Control Room; room and telephone numbers will be published in the Official Journal of the session.

10. Communication services

An Internet café will be set up on the ground floor, close to the registration booths foyer.

The DHL courier mail service office can be reached on tel: 902 12 24 24. The UPS mail service can be reached on tel: 902 88 8820

11. Cafeteria and restaurants, and official caterer

The Madrid Self Service Restaurant, located in the ground floor of the Palacio de Congresos, can accommodate up to 200 people. The Cafeteria Miró is located on the mezzanine floor of the Palacio de Congresos. Opening hours will be published during the session.

The Palacio de Congresos is set in the heart of the city business district, and numerous cafes and restaurants are also available in the surrounding streets, and in the shopping mall directly opposite the main entrance.

For specific catering needs, participants may also contact the official caterer of the Palacio de Congresos:

Arturo Cantoblanco Group
Tel: 34 91 337 8130
Fax: 34 91 337 9133
E-mail: pcongresos@arturocantoblanco.com
Website: www.arturocantoblanco.com
Contact person: Mr. José Carlos Bernal

12. Banking services

Banking services for delegates will be available at the conference venue. Location and working hours of the bank office will be published in the Official Journal of the session.

In addition, there are several ATMs (cajeros automáticos) at the banks across the street from the conference venue, and in the “Moda Shopping” mall as well as all over the city and the main credit cards are widely accepted. Participants can exchange to euros in the lobby area of the airport or at any bank in the city. Cheques are not commonly used.

Most bank offices are open Monday to Friday from 8 a.m. to 2 p.m. and Saturday from 9.30 a.m. to 1 p.m.

The unit of currency in Spain is the euro. The exchange rate at 31 May was approximately:

1 euro = 1.35 United States dollars.

13. Other services for delegates

Information on medical services and emergency numbers, postal, telephone, fax, photocopying, cafeterias and bars, banking services, travel agency and any other services available for participants will be published in the Official Journal of the session.

14. Immigration formalities and customs regulations

Health regulations

No specific health requirements or vaccinations are needed to enter Spain.

Visa regulations

Participants requiring visas to enter Spain must obtain these from the Spanish embassies or consulate offices in their home country, or from embassies of other European Union countries providing consular services on behalf of Spain, before leaving for Madrid. A list of embassies providing such consular services is given in annex II. In order to obtain visa entries, participants are requested to submit to embassies the following documentation:

- Visa application form, duly filled
- Valid passport
- Passport-size photograph
- Letter of invitation from the secretariat

It is important that participants apply for visas as early as possible.

Participants are also advised that the Government of Spain requires participants to carry valid medical insurance coverage for the entire duration of their stay in Madrid.

Customs regulations

Information on customs regulations in force in Spain may be obtained from any Spanish embassy or consulate or at the website <www.aeat.es> (then select the “Aduanas e Impuestos especiales” option at the right side link “Ir al portal de”).²

Delegates failing to comply with the customs requirements regarding entry into Spain may not be allowed to enter Spain by the local authorities.

15. Side and parallel events

Participants wishing to organize side events during COP 8 are requested to send an application to:

Fax: 49 228 815 28 98 / 99
E-mail: sideeventscop8@unccd.int

The application form can be downloaded from the UNCCD website at <www.unccd.int>. Application for side events will be received until 31 July 2007.

Participants are advised that the secretariat is responsible only for room allocation. Time slots and rooms will be accommodated according to availability, on a first-come-first-served basis. Additional services (interpretation, catering, etc.) may be obtained on commercial basis from local accredited providers. A list of available services from local providers will also be made public on the UNCCD website.

Participants are reminded that no side events may be organized during the working hours and the Special Segment of the conference (12–13 September).

A calendar of parallel events during COP 8 will be published in the Official Journal.

² The direct address is:

<www.aeat.es/wps/portal/Navegacion1?channel=fe6064ec7c379010VgnVCM1000004ef01e0a____&ver=L&site=56d8237c0bc1ff00VgnVCM100000d7005a80____&idioma=es_ES&menu=0&img=0>

16. Exhibition facilities

Space for exhibitions will be available to participants, according to availability. Exhibit space may be booked through the secretariat by contacting:

Mr. Antonio Pires or Ms. Maria Roelver
Tel: 49 228 815 28 08/09
Fax: 49 228 815 28 98/99
Email: apires@unccd.int or mroelver@unccd.int

Participants are advised that the secretariat is responsible only for allocation of exhibit space, according to availability and on a first-come-first-served basis. Additional services, special supplies and equipment may be obtained on commercial basis from the local accredited provider:

Aysav (Audiovisuales)
Manuel Tovar 24
28034 Madrid, Spain
Tel: 34 91 337 81 25
Fax: 34 91 337 81 37
E-mail: palaciocongresos@aysav.es
<www.aysav.es>
Contact person: Mr. Ángel Lorenzo Sánchez

For additional information on receiving and storage of material, exhibitors may contact:

Mr. Fran Castro
Palacio de Congresos de Madrid
Paseo de la Castellana 99
28046 Madrid, Spain
Tel: 34 650 51 68 56
Fax: 34 91 781 36 05

17. General information about the session venue

Information about Madrid

Madrid, the capital of Spain, located in the heart of the peninsula at 646 m above sea level, has a population of over three million people. Information about hotels, restaurants, museums, sightseeing, transport, and much more can be obtained on the website of the City Council at <www.esmadrid.com>.

For more information about the region of Madrid, please visit the website of the Autonomous Community on tourist information at <www.turismomadrid.es>.

Airports and tourism

Madrid-Barajas Airport, located 12 km north-east of the Capital, is the largest airport infrastructure in Spain in terms of installations, equipment, resources and air traffic. For information on airport facilities and services, please visit the Spanish Airports Authority (AENA) website at <www.aena.es>.

The new terminal 4 at Barajas airport hosts two permanent information points, located in the arrivals area in Room 10 and 11 (Schengen and non-Schengen international flights).

The Madrid Tourist Board has other information points in all around the city centre (Plaza Mayor, Plaza de Callao and Plaza de Felipe II).

For further information, please check the website of the City Council on tourist information at <www.esmadrid.com>.

Climate

In September, average daytime temperatures in Madrid range between a maximum of 26°C and a minimum of 15°C. Rainfall varies considerably, but especially in September the climate is dry. Participants are advised to pack light, short-sleeved clothes.

For more information on weather forecast, please visit the following website: <www.inm.es>

Electricity

Electricity supply in Madrid is 220 V at 50 Hz. Plugs with two round pins are in use. An adaptor to connect appliances and/or transformer may be needed.

Local time

The standard time is GMT + 1 hour.

Annex I

Hotels in Madrid

Notes:

VAT (7%) not included in the rates given, and some of the 5* hotels charge VAT 16%
Prices are given in euros.

The reference point for calculating the distance is Palace of Congress
C/ Paseo de la Castellana, 99, 28046 Madrid
www.madridconventioncentre.com

D: Distance
DIU: Double individual use
DU: Double use
F: Fax
T: Telephone

As Madrid will also be hosting other important events during the same dates as COP 8 (3 to 14 September 2007) – Eurobasket, Intergift, the International Fashion Fair – participants are strongly advised to make their hotel reservation as soon as possible.

PRICE (EUR)

HOTELS 5*****	ADDRESS	CONTACT	D	DIU	DU	B
Hespería Madrid www.hesperia-madrid.com	Paseo de la Castellana, 57 U- Gregorio Marañón	T +34 91 210 88 00 F +34 91 210 88 99	1.7 km	185	185	27
Intercontinental Castellana www.madrid.intercontinental.com	Paseo de la Castellana, 49 U- Gregorio Marañón	T +34 91 700 73 00 F +34 91 319 58 53	2.1 km	254	254	25
Miguel Ángel www.occidental-hoteles.com	C/ Miguel Ángel, 29-31 U- Gregorio Marañón	T +34 91 442 81 99 F +34 91 442 53 20	2.3 km	160-199	160-199	25
AC Santo Mauro www.ac-hotels.com	C/ Zurbano, 36 U- Rubén Darío	T +34 91 319 69 00 F +34 91 308 54 77	3 km	270	270	27
Silken Puerta de América G.L. www.hotelpuertamerica.com	Avenida de América, 41 U- Cartagena	T +34 91 744 54 00 F +34 91 744 54 01	3.1 km	200	200	25
Orfila www.hotelorfila.com	C/ Orfila, 6 U- Alonso Martínez	T +34 91 702 77 70 F +34 91 702 77 72	3.1 km	200	200	25

HOTELS 5***** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
Adler www.lesein.es/adler	C/ Velázquez, 33 U- Velázquez	T +34 91 426 32 20 F +34 91 426 32 21	3.5 km	350	431	25
Wellington www.hotel-wellington.com	C/ Velázquez, 8 U- Retiro	T +34 91 575 44 00 F +34 91 576 41 64	3.8 km	175-225	175-225	21
Hotel Ritz www.ritz.es	Plaza de la lealtad, 5 U- Banco de España	T +34 91 701 67 67 F +34 91 701 67 76	4.1 km	275-335	275-335	30
Gran Meliá Fénix www.solmelia.com	C/ Hermosilla, 2 U- Colón – Serrano	T +34 91 431 67 00 F +34 91 576 06 61	4.4 km	250	250	26
Urban www.derbyhotels.es	C/ Carrera de San Jerónimo, 34 U- Sevilla	T +34 91 420 37 67 F +34 91 787 77 99	4.4 km	180-275	180-275	20
Villa Real www.derbyhotels.es	Plaza de las Cortes, 10 U- Banco de España	T +34 91 420 37 67 F +34 91 420 25 47	4.5 km	160-220	160-220	20
AC Palacio Retiro www.ac-hotels.com	C/ Alfonso XII, 14 U- Banco de España	T +34 91 523 74 60 F +34 91 523 74 31	4.5 km	270-298	270-298	19 – 27
Westin Palace www.palacemadrid.com	Plaza de las Cortes, 7 U- Banco de España	T +34 91 360 80 00 F +34 91 360 81 00	4.5 km	250	250	included
Husa Princesa www.husa.es	C/ Princesa, 40 U- Argüelles	T +34 91 542 21 00 F +34 91 542 35 01	5.2 km	140-182	140-182	23
Melía Madrid Princesa www.solmelia.com	C/ Princesa, 27 U- Ventura Rodríguez	T +34 91 541 82 00 F +34 91 541 19 88	5.3 km	135-155	135-155	25 Part of this hotel will be in rehabilitation
Mirasierra Suites www.jubanhoteles.com	C/ Alfredo Marqueríe, 43 U- Herrera Oria	T +34 91 727 79 00 F +34 91 727 79 08	5.5 km	145-360	145-360	20
AC Monterreal www.ac-hotels.com	C/ Arroyofresno, 17	T +34 91 736 52 73	7.6 km	70-150	70-150	15

Rates depend on the dates and day of the week.

HOTELS 4****	ADDRESS	CONTACT	D	DIU	DU	B
Holiday Inn Madrid www.ichotelsgroup.com	Plaza de Carlos Trías Bertrán, 4B U- Santiago Bernabeu	T +34 91 456 80 10 F +34 91 456 80 01	0.4 km	150	150	20
Rafael Orense reservas@hotelorense.com	C/ Pedro Teixeira, 5 U- Santiago Bernabeu	T +34 91 597 15 68 F +34 91 597 12 95	0.7 km	150	150	14
Gran Atlanta www.hotelgranatlanta.com	C/ Comandante Zorita, 34 U- Nuevos Ministerios	T +34 91 553 59 00 F +34 91 533 08 58	0.8 km	90	110	12
NH Eurobuilding www.nh-hoteles.es	C/ Padre Damián, 23 U- Cuzco	T +34 91 353 73 00 F +34 91 345 45 76	1.4 km	135-211	135-211	20
NH La Habana www.nh-hoteles.es	Paseo de la Habana, 73 U- Colombia	T +34 91 443 07 20 F +34 91 457 75 79	1.5 km	105-175	105-175	15
Silken Puerta Castilla www.hoteles-silken.com	Paseo de la Castellana, 191A U- Plaza Castilla	T +34 91 453 19 00 F +34 91 453 19 05	1.7 km	80-140	100-180	16
AC Cuzco www.hotelcuzco.net	Paseo de la Castellana, 133 U- Cuzco	T +34 91 556 06 00 F +34 91 556 03 72	1.8 km	150	162	19
NH Abascal www.nh-hoteles.es	C/ José Abascal, 47 U- Alonso Cano / Gregorio Marañón	T +34 91 441 00 15 F +34 91 442 22 11	2.2 km	180	180	18
Husa Chamartín www.husa.es	Agustín de Foxá s/n U- Chamartín	T +34 91 334 49 00 F +34 91 733 02 14	2.4 km	95-105	95-105	11.75
Foxá, 25 www.foxa.com	C/ Agustín de Foxá, 25 U- Chamartín	T +34 91 323 11 19 F +34 91 314 53 11	2.4 km	108	108	7.5
Confortel Suites Madrid www.confortelhoteles.com	C/ López de Hoyos, 143 U- Alfonso XIII	T +34 91 744 50 00 F +34 91 415 30 73	2.5 km	100-200	100-200	15
Jardín Metropolitano www.vphoteles.com	Avenida Reina Victoria, 12 U- Cuatro Caminos	T +34 91 183 18 10 F +34 91 563 06 97	2.6 km	88-126	100-156	included
Meliá Los Galgos www.solmelia.com	C/ Claudio Coello, 139 U- Núñez de Balboa	T +34 91 562 66 00 F +34 91 561 76 62	2.6 km	150-210	150-210	18
Husa Serrano Royal www.husa.es	C/ Marqués de Villamejor, 8 U- Rubén Darío	T +34 91 576 96 26 F +34 91 575 33 07	2.7 km	100-140	100-160	12

HOTELS 4**** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
Hespería Emperatriz www.hotel-emperatriz.com	C/ López de Hoyos, 4 U- Gregorio Marañón	T +34 91 563 80 88 F +34 91 563 98 04	2.9 km	143-200	143-200	17
High Tech President www.hthoteles.com	C/ Marqués de Villamagna, 4 U- Serrano	T +34 91 577 19 51 F +34 91 577 19 54	3 km	150-250	150-250	15
ABBA Madrid www.abbahoteles.com	Avenida de América, 32 U- Cartagena	T +34 91 212 50 00 F +34 91 212 50 01	3.1 km	90-125	90-125	16
Gran Hotel Velázquez www.chh.es	C/ Velázquez, 62 U- Velázquez – Núñez de Balboa	T +34 91 575 28 00 F +34 91 575 28 09	3.1 km	135-175	135-175	included
Petit Palace Embassy www.hthoteles.com	C/ Serrano, 46 U- Serrano	T +34 91 431 30 60 F +34 91 431 30 62	3.3 km	185-375	185-375	15
Zenit Abeba www.HotelZenitAbeba.com	C/ Alcántara, 63 U- Diego de León	T +34 91 401 16 50 F +34 91 402 75 91	3.4 km	87-160	87-160	13
Confortel Pio XII www.confortelhoteles.com	Avenida de Pio XII, 77 U- Pio XII - Duque de Pastrana	T +34 91 387 62 00 F +34 91 302 65 22	3.6 km	90-200	90-200	15
Fiesta Gran Hotel Colón www.fiesta-hotels.com	C/ Doctor Esquerdo, 117 U- Sainz de Baranda	T +34 91 573 59 00 F +34 91 573 08 09	3.8 km	131-154	131-154	12
NH Parque de las Avenidas www.nh-hoteles.es	C/ Biarritz, 2 U- Parque de las Avenidas	T +34 91 361 02 88 F +34 91 361 21 62	3.9 km	70-148	120-167	15
NH Príncipe de Vergara www.nh-hoteles.es	C/ Principe de Vergara, 92 U- Avenida de América	T +34 91 563 26 95 F +34 91 563 72 53	3.9 km	90-190	90-190	18
NH Alcalá www.nh-hoteles.es	C/ Alcalá, 66 U- Príncipe de Vergara - Retiro	T +34 91 435 10 60 F +34 91 435 11 05	4 km	95-170	95-170	15
Catalonia Gaudí www.hotel-gaudi.com	C/ Gran Vía, 9 U- Sevilla - Banco de España	T +34 91 531 22 22 F +34 91 531 54 69	4.3 km	125-180	125-180	9
Nuevo Madrid www.husa.es	C/ Bausa, 25-27	T +34 91 298 26 00 F +34 91 298 26 01	4.4 km	90-110	90-110	15
Quo Puerta del Sol www.hotelesquo.com	C/ Sevilla, 4 U- Sevilla	T +34 91 532 90 49 F +34 91 531 28 34	4.6 km	139-172	159-215	15

HOTELS 4**** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
Petit Palace Alcalá Torre www.hthoteles.com	C/ Virgen de los Peligros, 2 U- Sevilla	T +34 91 532 19 01 F +34 91 522 91 30	4.6 km	125-180	125-180	9
Tryp Menfis www.solmelia.com	C/ Gran Vía, 74 U- Santo Domingo - Plaza de España	T +34 91 547 09 00 F +34 91 547 51 99	4.6 km	140-200	140-200	13.90
Senator Gran Vía www.senatorhoteles.com	C/ Gran Vía, 21 U- Gran Vía	T +34 91 531 41 51 F +34 91 524 07 99	4.6 km	110-190	130-220	13
Hotel de las Letras www.hoteldelasletras.com	C/ Gran Vía, 11 U- Gran Vía	T +34 91 523 79 80 F +34 91 523 79 81	4.6 km	188	188	included
Petit Palace San Bernardo www.hthoteles.com	C/ San Bernardo, 3 U- Santo Domingo	T +34 91 515 94 50 F +34 91 566 43 55	4.7 km	90-110	90-110	included
Tryp Cibeles www.solmelia.com	C/ Mesonero Romanos, 13 U- Gran Vía	T +34 91 541 67 00 F +34 91 532 65 70	4.7 km	140-200	140-200	17.50
Foxá M-30 www.foxa.com	C/ Serrano Galvache, 14	T +34 91 384 04 00 F +34 91 384 04 02	4.9 km	114-140	114-140	15
NH Nacional www.nh-hoteles.es	Paseo del Prado, 48 U- Atocha	T +34 91 429 66 29 F +34 91 369 15 64	5.1 km	145-185	145-185	18
Husa Paseo del Arte www.husa.es	C/ Atocha, 123 U- Atocha	T +34 91 298 48 00 F +34 91 298 48 50	5.2 km	140-160	140-160	17
Tryp Ambassador www.solmelia.com	C/ Cuesta de Santo Domingo, 5 U- Santo Domingo – Opera	T +34 91 541 67 00 F +34 91 559 10 40	5.3 km	140-200	140-200	17.50
Senator España www.senatorhoteles.com	C/ Gran Vía, 70 U- Plaza de España	T +34 91 522 82 65 F +34 91 522 82 64	5.3 km	150-190	175-220	13
A&H Plaza del Liceo www.ah-hotels.com	C/ Moscatelar, 20 U- Esperanza	T +34 91 300 59 60 F +34 91 716 10 03	5.3 km	109-150	109-150	6
Carlton carlton@hotelcarlton.com	Paseo de las Delicias, 26 U- Palos de la Frontera	T +34 91 539 71 00 F +34 91 527 85 10	5.4 km	120	120	12
Zenit Conde de Orgaz www.HotelZenitCondeDeOrgaz.com	C/ Moscatelar, 24A U- Esperanza	T +34 91 748 97 60 F +34 91 388 00 09	5.7 km	59-150	59-150	12

HOTELS 4**** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
High Tech Arturo Soria www.hthoteles.com	C/ Arturo Soria, 14 U- Ciudad Lineal	T +34 91 406 21 30 F +34 91 377 59 76	6.5 km	150	150	14
Rafael Hoteles Atocha www.rafaelhoteles.com	C/ Méndez Álvaro, 30 U- Palos de la Frontera	T +34 91 468 81 00 F +34 91 468 81 20	6.6 km	120	120	25
High Tech N. Castellana www.hthoteles.com	C/ María Tubau, 16 U- Las tablas	T +34 91 358 64 00 F +34 91 515 94 44	11 km	95-140	95-140	14

Rates depend on the dates and day of the week.

HOTELS 3***	ADDRESS	CONTACT	D	DIU	DU	B
Tryp Infanta Mercedes www.solmelia.com	C/ Huesca, 21 U- Tetuán	T +34 91 570 33 33 F +34 91 571 11 56	1.4 km	90-117	90-117	Included
Hotel Amaral www.hotelamaral.com	C/ General Varela, 37 U- Tetuán / Chamberí	T +34 91 579 97 38 F +34 91 571 86 04	1.4 km	75-160	75-160	12
NH Zurbano www.nh-hoteles.com	C/ de Zurbano, 79-81 U- Gregorio Marañón	T +34 91 441 45 00 F +34 91 441 32 24	2.2 km	90-156	90-156	15
Tryp Alondras www.solmelia.com	C/ José Abascal, 8 U- Canal	T +34 91 447 40 00 F +34 91 593 88 00	2.3 km	120-160	120-160	11
NH Práctico www.nh-hoteles.com	C/ Bravo Murillo, 304 U- Tetuán - Valdeacederas	T +34 91 571 28 80 F +34 91 571 56 31	2.4 km	105-136	105-136	11
Tryp Centro Norte www.solmelia.com	C/ Mauricio Ravel, 10 U- Chamartín	T +34 91 733 34 00 F +34 91 314 60 47	2.7km	105-155	105-155	14
NH Argüelles www.nh-hoteles.com	C/ Vallehermoso, 65 U- Islas Filipinas	T +34 91 593 97 77 F +34 91 594 27 39	2.7km	95-154	95-154	13
NH Bretón www.nh-hoteles.com	C/ Bretón de los Herreros, 29 U- Alonso Cano / Ríos Rosas	T +34 91 442 83 00 F +34 91 441 38 16	2.8 km	110-144	110-144	12
AC Avenida de América www.hoteldoscastillas.com	C/ Cartagena, 83 U- Avenida de América	T +34 91 724 42 40 F +34 91 524 97 51	2.8 km	85-150	85-150	13

HOTELS 3*** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
NH Balboa www.nh-hoteles.com	C/ de Nuñez de Balboa, 112 U- Avenida de América	T +34 91 563 03 24 F +34 91 562 69 80	3 km	87-164	87-164	14
AC Avenida de América www.ac-hoteles.com	C/ Cartagena, 83 U- Cartagena	T +34 91 724 42 40 F +34 91 724 42 41	3.3 km	122-168	122-168	13
Best Western Trafalgar www.bestwestern.com	C/ Trafalgar, 35 U- Bilbao	T +34 91 445 62 00 F +34 91 446 64 56	3.4 km	84	119	Included
NH Embajada www.nh-hoteles.com	C/ Santa Engracia, 5 U- Gregorio Marañón	T +34 91 594 02 13 F +34 91 447 33 12	3.8 km	123-173	123-173	14
Hesperia Hermosilla www.hoteles-hesperia.es	C/ Hermosilla 23 U- Serrano / Velázquez	T +34 91 246 88 00 F +34 91 246 88 01	3.8 km	90-190	100-140	15
NH Lagasca www.nh-hoteles.com	C/ Lagasca, 64 U- Serrano	T +34 91 575 46 06 F +34 91 575 16 94	3.9 km	112-165	112-165	16
Travelodge Torrelaguna www.travelodgehoteles.es	C/ Torrelaguna, 69 U- Barrio de la Concepción	T +34 91 405 73 93 F +34 91 405 73 94	4 km	65-85	65-85	2.50 - 3.75 7.50
NH Alberto Aguilera www.nh-hoteles.com	C/ Alberto Aguilera, 18 U- San Bernardo	T +34 91 446 09 00 F +34 91 446 09 04	4 km	90-170	90-170	12
Rafael Ventas www.rafaelhoteles.com	C/ Alcalá, 269 U- Carmen	T +34 91 326 16 20 F +34 91 326 18 19	4.6 km	80-11	80-11	11.75
Tryp Gran Vía www.solmelia.com	C/ Gran Vía, 25 U- Gran Vía	T +34 91 522 11 21 F +34 91 521 24 24	4.6 km	95-150	95-150	11
Tryp Rex www.solmelia.com	C/ Gran Vía, 43B U- Santo Domingo - Callao	T +34 91 547 48 00 F +34 91 547 12 38	4.6 km	95-120	95-120	11
Inglés www.TripAdvisor.es	C/ Echegaray, 8 U- Antón Martín - Sevilla	T +34 91 429 65 51 F +34 91 420 24 23	4.6 km	80	100	5
Kris El Prado www.krishoteles.com	C/ Prado, 11 U- Antón Martín	T +34 91 369 02 34 F +34 91 429 28 29	4.6 km	102-165	102-195	11
Anaco www.anacohotel.com	C/ Tres Cruces, 3 U- Gran Vía	T +34 91 522 46 04 F +34 91 531 64 84	4.7 km	82-103	82-103	5.55
Best Western Atlántico www.bestwestern.com	C/ Gran Vía, 38 U- Callao - Gran Vía	T +34 91 522 64 80 F +34 91 531 02 10	4.8 km	120	140	included

HOTELS 3*** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
Room Mate Alicia www.roommates.com	C/ Prado, 2 U- Antón Martín - Sol	T +34 91 548 85 48 F +34 91 559 12 88	4.8 km	110-150	110-150	included
High Tech Avenida www.hthoteles.com	C/ Mesonero Romanos, 14 U- Callao	T +34 91 532 71 07 F +34 91 532 71 06	4.8 km	120-180	120-180	8
Moderno www.hotel-moderno.com	C/ Arenal, 2 U- Sol	T +34 91 531 09 00 F +34 91 531 35 50	4.9 km	95	120	10
Best Western Carlos V www.hotelcarlosv.com	C/ Maestro Victoria, 5 U- Sol - Callao	T +34 91 531 41 00 F +34 91 531 37 61	4.9 km	92	115	9
High Tech Cliper www.hthoteles.com	C/ Chinchilla, 6 U- Gran Vía	T +34 91 531 17 00 F +34 91 531 17 07	5 km	120-180	120-180	8
Petit Palace Londres www.hthoteles.com	C/ Galdo, 2 U- Sol - Callao	T +34 91 531 41 05 F +34 91 531 41 01	5 km	130-140	160-170	12
TRH Cortezo www.hotelcortezo.com	C/ Doctor Cortezo, 3 U- Tirso de Molina	T +34 91 369 01 01 F +34 91 369 37 74	5 km	75-120	90-160	11
Meninas www.hotelmeninas.com	C/ Campomanes, 7 U- Opera	T +34 91 541 28 05 F +34 91 541 28 06	5.1 km	140	189	12.50
Opera www.hotelopera.com	C/ Cuesta de Santo Domingo, 2 U- Opera	T +34 91 541 28 00 F +34 91 541 69 23	5.2 km	149	149	11
Petit Palace Arenal www.hthoteles.com	C/ Arenal, 16 U- Sol	T +34 91 564 43 55 F +34 91 564 08 54	5.3 km	160-290	160-290	8
Petit Palace Puerta del Sol www.hthoteles.com	C/ Arenal, 4 U- Sol	T +34 91 521 05 42 F +34 91 521 05 61	5.3 km	160-290	160-290	8
Casón del Tormes www.casondeltormes.com	C/ Rio, 7 U- Plaza de España	T +34 91 541 97 46 F +34 91 541 18 52	5.3 km	86	106	8
NH Sur www.nh-hoteles.com	Paseo de Infanta Isabel, 9 U- Atocha	T +34 91 539 94 00 F +34 91 467 09 96	6 km	60-160	60-160	11
Sancho www.hotel-sancho.com	Paseo de las Delicias, 56 U- Delicias	T +34 91 530 67 00 F +34 91 530 67 08	6 km	90	100	6

HOTELS 3*** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
Abba Atocha www.abbahoteles.com	Paseo de Santa M ^a de la Cabeza, 73 U- Delicias	T +34 91 473 91 11 F +34 91 473 92 14	7 km	95-136	95-136	12.5
Gran Legazpi www.hotelgranlegazpi.com	Paseo de la Chopera, 71 U- Legazpi	T +34 91 539 66 00 F +34 91 530 61 03	7 km	75	85	included

Rates depend on the dates and day of the week.

HOTELS 2 **	ADDRESS	CONTACT	D	DIU	DU	B
4C Bravo Murillo www.hotelesporcel.com	C/ Bravo Murillo, 180 U- Estrecho	T +34 91 567 08 82 F +34 91 579 96 62	1.2 km	80-95 (indiv)	90-130	included
Di Carlo www.dicarlohoteles.com	C/ Azucenas, 5 U- Tetuan - Valdeacederas	T +34 91 449 02 72 F +34 91 579 54 70	2.2 km	65	75	Only coffee
Caballero Errante www.hotelcaballeroerrante.com	C/ Pinos Alta, 14 U- Valdeacederas	T +34 902 678 311 F +34 91 144 13 37	2.8 km	75 (indiv)	85	4 - 7
Alexandra www.halexandra.com	C/ San Bernardo, 29 y 31 U- Noviciado	T +34 91 542 04 00 F +34 91 559 28 25	4.5 km	74	93	8.6
Asturias www.chh.es	C/ Sevilla, 2 U- Sevilla	T +34 91 429 66 76 F +34 91 429 40 36	4.7 km	84	104	Included
Francisco I www.hotelfrancisco.com	C/ Alcalá, 2 U- Sol	T +34 91 521 64 96 F +34 91 531 01 88	4.9 km	60	82	Included
Mediodía www.mediodiahotel.com	Plaza del Emperador Carlos V, 8 U- Atocha	T +34 91 527 30 60 F +34 91 530 70 08	5 km	63	73	4
Plaza Mayor www.h-plazamayor.com	C/ Atocha, 2 U- Sol	T +34 91 360 06 06 F +34 91 360 06 10	5.2 km	60	80	7.5
HH Campomanes www.nh-hoteles.com	C/ de Campomanes, 4 U- Santo Domingo	T +34 91 548 85 48 F +34 91 559 12 88	5.2 km	140	150	Included
Mora www.hotel mora.com	Paseo del Prado, 32 U- Atocha	T +34 91 420 15 69 F +34 91 420 05 64	5.4 km	58	70	No service

HOTELS 2** (Continued)	ADDRESS	CONTACT	D	DIU	DU	B
México www.hotelmexico.es	C/ Gobernador, 24 U- Atocha	T +34 91 429 25 00 F +34 91 429 10 01	5.5 km	52	61	No service
Santander www.hotelsantandermadrid.com	C/ Echegaray, 1 U- Sol	T +34 91 429 66 44 F +34 91 369 10 78	5.6 km	75	75	No service

HOTELS 1 *	ADDRESS	CONTACT	D	DIU	DU	B
Los Alpes	C/ Fuencarral, 17 U- Gran Vía	T +34 91 531 70 71 F +34 91 523 21 30	4.7 km	28	42	No service
Europa www.hoteleuropa.net	C/ Carmen, 4 U- Sol	T +34 91 521 29 00 F +34 91 521 46 96	5 km	65	80	6

APARTAHOTEL

* The apartments include kitchen and living-room.

** Rates calculated supposing a 10-day stay.

2 single beds per room is possible.

4****	ADDRESS	CONTACT	D	1 room	2 room	B
Eurobuilding-2 (Eurosuites S.A) www.eurobuilding-2.com	C/ Orense, 69 U- Cuzco	T +34 91 571 67 94 F +34 91 570 25 67	1 km	110*	245*	8 - 12
Arturo Soria Suites www.arturosoriasuites.com	C/ Juan Pérez de Zúñiga, 20 U- Barrio de la Concepción	T +34 91 291 15 00 F +34 91 367 04 21	5 km	90**	NO	11

1*	ADDRESS	CONTACT	D	1 room	2 room	B
Marcenado www.apartahotelmarcenado.com	C/ Marcenado, 9 U- Concha Espina	T +34 91 519 03 38 F +34 91 519 03 40	2.5 km	90*	124*	3

TURISTIC APARTMENTS

No additional services (such as cafeteria) included.
The apartments include kitchen.

4 ****	ADDRESS	CONTACT	D	1 room	2 room	B
Suites Barrio de Salamanca www.partner-hotels.com	C/ General Oráa, 17 U- Nuñez de Balboa	T +34 91 825 59 00 F +34 91 825 59 01	2.5 km	135	145	No service
El Jardín de Recoletos www.jardinderecoletos.com	C/ Gil de Santivañes, 6 U- Colón /Retiro	T +34 91 781 16 40 F +34 91 781 16 41	3.5 km	150	130	No service
Amador de los Ríos www.espahotel.es	Amador de los Ríos 3 U- Colón	T +34 91 310 75 00 F +34 91 308 00 89	3.5 km	120	150	No service

3 ***	ADDRESS	CONTACT	D	1 room	2 room	B
Quo Galeón www.aphotel-galeon.com	C/ Francisco Medrano, 4 U- Tetuán	T +34 91 571 21 20 F +34 91 571 94 96	1.9 km	90-115	90-115	No service
NH Suites Prisma www.nh-hotels.com	C/ Santa Engracia, 120 U- Rios Rosas	T +34 91 441 93 77 F +34 91 442 58 51	2.4 km	90-165	90-165	No service
Togumar I www.sercotel.es	C/ Canillas, 59 U- Cartagena	T +34 91 519 00 51 F +34 91 519 48 45	2.6 km	77-124	77-124	No service
Togumar II www.sercotel.es	C/ Luis Cabrera, 74 U- Prosperidad	T +34 91 519 00 51 F +34 91 519 48 45	2.6 km	77-124	77-124	No service
A&H Apartamentos Internacional www.ah-hotels.com	Luis Cabrera, 37 U- Prosperidad	T +34 91 562 08 38 F +34 91 561 52 06	2.7 km	95	95	No service
Goya 75	C/ General Pardiñas, 13 U- Velázquez	T +34 91 435 63 46 F +34 91 575 68 67	3.8 km	70	70	No service

2 **	ADDRESS	CONTACT	D	1 room	2 room	B
Olano at.olano@retemail.com	C/ Ros de Olano, 2 U- Prosperidad	T +34 91 519 15 19	2.9 km	91	91	No service
Andrómeda www.aptmadrid.com	C/ Almagro, 10 U- Alonso Martínez	T +34 91 319 80 94 F +34 91 319 80 95	3 km	65	65	No service
Recoletos www.aptmadrid.com	C/ Villanueva, 2 U- Colón	T +34 91 431 91 00	3.3 km	463	603 Per week	No service
Diamond Brick	C/ Ayala, 30 U- Serrano	T +34 91 435 54 40 F +34 91 578 33 54	3.7 km	300	300 Per week	No service
Ricci-Suites	C/ Francisco Ricci, 9 U- Argüelles	T +34 91 559 87 71	4.2 km	55	66	No service
Príncipe 11 www.atprincipe11.com	C/ Príncipe, 11 U- Sol / Sevilla	T +34 91 429 44 70 F +34 91 429 44 70	4.7 km	74	74	No service

Annex II**Countries whose nationals require a visa to enter Spain**

Country	Diplomatic mission to which application may be made for a visa to enter Spain
Afghanistan	Embassy of Spain in Pakistan
Albania	Embassy of Spain
Algeria	Embassy of Spain
Angola	Embassy of Spain
Antigua and Barbuda	Embassy of Spain in Jamaica
Armenia	Embassy of Italy
Azerbaijan	Embassy of France
Bahamas	Embassy of Spain in Jamaica
Bahrain	Embassy of France
Bangladesh	Embassy of France
Barbados	Embassy of Spain in Jamaica
Belarus	Embassy of France
Belize	Embassy of Spain in Guatemala
Benin	Embassy of France
Bhutan	Embassy of Spain in India
Bolivia	Embassy of Spain
Bosnia and Herzegovina	Embassy of Spain
Botswana	Embassy of France
Burkina Faso	Embassy of France
Burundi	Embassy of Belgium
Cambodia	Embassy of France
Cameroon	Embassy of Spain
Cape Verde	Embassy of Portugal
Central African Republic	Embassy of France
Chad	Embassy of France
China	Embassy of Spain
Colombia	Embassy of Spain
Comoros	Embassy of France
Congo	Embassy of France
Côte d'Ivoire	Embassy of Spain
Cuba	Embassy of Spain
Democratic People's Republic of Korea	Embassy of Germany
Democratic Republic of the Congo	Embassy of Spain
Djibouti	Embassy of Spain in Ethiopia
Dominica	Embassy of Spain in Jamaica
Dominican Republic	Embassy of Spain
Ecuador	Embassy of Spain
Egypt	Embassy of Spain

Country	Diplomatic mission to which application may be made for a visa to enter Spain
Equatorial Guinea	Embassy of Spain
Eritrea	Embassy of Netherlands
Ethiopia	Embassy of Spain
Fiji	Embassy of France
Gabon	Embassy of Spain
Gambia	Embassy of Spain in Senegal
Georgia	Embassy of Germany
Ghana	Embassy of Spain
Granada	Embassy of Spain in Jamaica
Guinea	Embassy of France
Guinea-Bissau	Embassy of Portugal
Guyana	Embassy of Spain in Venezuela
Haiti	Embassy of Spain
India	Embassy of Spain
Indonesia	Embassy of Spain
Iran (Islamic Republic of)	Embassy of Spain
Iraq	Embassy of Spain
Jamaica	Embassy of Spain
Jordan	Embassy of Spain
Kazakhstan	Embassy of Spain
Kenya	Embassy of Spain
Kiribati	Embassy of Spain in Australia
Kuwait	Embassy of Spain
Kyrgyzstan	Embassy of Germany
Lao People's Democratic Republic	Embassy of Germany
Lebanon	Embassy of Spain
Lesotho	Embassy of Spain in South Africa
Liberia	Embassy of Spain in Côte d'Ivoire
Libyan Arab Jamahiriya	Embassy of Spain
Madagascar	Embassy of France
Malawi	Embassy of Germany
Maldives	Embassy of Spain in India
Mali	Embassy of France
Marshall Islands	Embassy of Spain in Philippines
Mauritania	Embassy of Spain
Mauritius	Embassy of France
Micronesia (Federated States of)	Embassy of Spain in Philippines
Moldova	Embassy of Spain in Romania
Mongolia	Embassy of Germany
Montenegro	Embassy of Spain in Serbia
Morocco	Embassy of Spain
Mozambique	Embassy of Spain
Myanmar	Embassy of France

Country	Diplomatic mission to which application may be made for a visa to enter Spain
Namibia	Embassy of Spain
Nauru	Embassy of Spain in Australia
Nepal	Embassy of France
Niger	Embassy of France
Nigeria	Embassy of Spain
Oman	Embassy of Spain
Pakistan	Embassy of Spain
Palau	Embassy of Spain in Philippines
Papua New Guinea	Embassy of France
Peru	Embassy of Spain
Philippines	Embassy of Spain
Qatar	Embassy of Spain
Russian Federation	Embassy of Spain
Rwanda	Embassy of Germany
Saint Kitts and Nevis	Embassy of Spain in Jamaica
Saint Lucia	Embassy of France
Saint Vincent and the Grenadines	Embassy of Spain in Jamaica
Samoa	Embassy of Spain in Australia
Sao Tome and Principe	Embassy of Portugal
Saudi Arabia	Embassy of Spain
Senegal	Embassy of Spain
Serbia	Embassy of Spain
Seychelles	Embassy of France
Sierra Leone	Embassy of Spain in Senegal
Solomon Islands	Embassy of Spain in Australia
Somalia	Embassy of Spain in Kenya
South Africa	Embassy of Spain
Sri Lanka	Embassy of France
Sudan	Embassy of France
Suriname	Embassy of Netherlands
Swaziland	Embassy of Spain in Mozambique
Syrian Arab Republic	Embassy of Spain
Tajikistan	Embassy of Germany
Thailand	Embassy of Spain
The former Yugoslav Republic of Macedonia	Embassy of France
Timor-Leste	Embassy of Spain in Indonesia
Togo	Embassy of France
Tonga	Embassy of Spain in Australia
Trinidad and Tobago	Embassy of France
Tunisia	Embassy of Spain
Turkey	Embassy of Spain
Turkmenistan	Embassy of Germany
Tuvalu	Embassy of Spain in Australia

Country	Diplomatic mission to which application may be made for a visa to enter Spain
Uganda	Embassy of France
Ukraine	Embassy of Spain
United Arab Emirates	Embassy of Spain
United Republic of Tanzania	Embassy of Spain
Uzbekistan	Embassy of Germany
Vanuatu	Embassy of France
Viet Nam	Embassy of Spain
Yemen	Embassy of France
Zambia	Embassy of France
Zimbabwe	Embassy of Spain
