



Antwerp/Flanders Port Training Center npo
Italiëlei 2 - 2000 Antwerpen - Belgium

Practical information:

- **VISA PROCEDURE:**

Once you have been accepted to participate to an APEC seminar you will receive an official acceptance letter and invitation by fax as well as by regular mail. You have to reckon with at least three weeks between your visa application at the Belgian Embassy or Consulate in your country and the handing over of your visa when your application was approved by the Belgian authorities.

To obtain the required passport/visa please make sure that the necessary procedures are fulfilled in due time to the Belgium Embassy in your country. Also include the APEC invitation letter with the visa application. We kindly request you to provide us with the file number of your visa application.

In case you are planning a visit in the weekend to other countries during your stay in Belgium (for instance England, Ireland and Switzerland), please make sure that your passport has a "**multi entry**" for the Schengen Countries instead of a "**single entry**".

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when arriving in Belgium:

- **BY AIR:** information on <http://www.brusselsairport.be/en/>

1/ Antwerp Express Bus

Every hour a direct coach service departs from the airport to the city centre of Antwerp. This coach service is operated every day except on 25 December and 1 January.

The coaches leave from the back of platform B at the bus station (level 0). The stop "De Keyserlei" (near the central station) is always served, the stop "Crowne Plaza" is only served on request.

On weekdays and Saturdays:
first departure: 5:00 a.m.
last departure: 12 midnight

On sundays:
first departure: 7:00 a.m.
last departure: 12 midnight

Travel time: 45 minutes
Tickets: available from the driver
Fare: € 8,- for adults; € 5,- for children

Operator: De Decker - Van Riet, Tel. +32 52 33 40 00, ddvr@decker-vanriet.com



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2/ Brussels Airport Express

Every hour a direct coach service departs from Antwerp to Brussels Airport.
This coach service runs every day except on 25 December and 1 January.

- Stop "De Keyserlei" (near central station)

On weekdays and Saturdays:

first departure: 4:00 a.m.

last departure: 11:00 p.m.

On Sundays:

first departure: 6:00 a.m.

last departure: 11:00 p.m.

Travel time: 45 minutes

- Stop "Crowne Plaza"

On weekdays and Saturdays:

first departure: 4:10 a.m.

last departure: 11:10 p.m.

On Sundays:

first departure: 6:10 a.m.

last departure: 11:10 p.m.

Travel time: 35 minutes

Tickets: available from the driver

Fare: € 8,- for adults; € 5,- for children

Operator: De Decker - Van Riet, Tel. +32 52 33 40 00, ddvr@decker-vanriet.com

- **TRAIN**

Please check the website of the Belgian Railways for detailed information on time schedule and price rates for transport from Brussels Airport to Antwerpen Central Station: <http://www.b-rail.be/main/E/index.php>

- **TAXIS**

Taxi ranks can be found at Groenplaats, Koningin Astridplein (near Central Station), De Keyserlei (near Central Station) and Deurne Airport.

- Antwerp Tax (tel: 03 238 38 38)
- A.T.M. (tel: 03 216 01 60)
- Antwerp Airport Taxi (tel: 03 321 55 55)
- D.T.M. (tel: 03 366 66 66)
- Metropole (tel: 03 231 31 31)

- **BY TRAM OR BUS**

DE LIJN runs a perfect service with the tram, city and regional bus. More info can be found on : www.delijn.be/antwerpen



- **HOTEL: Arass Suite hotel******

Reservations for APEC delegations are made at the Arass Suite hotel, which is located at Plantin & Moretuslei 111 - 2018 Antwerp; Tel +32 3 206 71 00; Fax +32 3 206 72 21; mail@arasshotel.be ; www.arasshotel.be

When checking in the rooms are available as from 14h00, checking out to be done before 11h00. The hotel exceptionally serves dinner for the APEC delegations. Dinner is between 18 - 19 hrs (for organisational reasons), unless otherwise stated by the hotel. After 19 hrs no possibility anymore to have dinner.

The reception of the hotel is open from 7hrs - 23 hrs. After 23 hrs you have to enter the hotel via the side entrance.

Internet: wireless in your hotel room or computer available at the reception desk. More detailed information can be obtained at the reception of the hotel.

It sometimes happens that the participant is accompanied by his/her partner/relative(s). Please be aware that in this case the participant needs to make reservations for this person(s) directly with the hotel and in copy to APEC. Supplementary costs for the hotel, breakfast, dinner, etc. are at the participants' own expense. However, the accompanying person(s) is not allowed to attend any activity during the seminar.

- **LOCATION OF THE SEMINAR**

The official opening session will take place at the "Havenhuis" (Harbour House), the headquarter of the Antwerp Port Authority, Entrepotkaai 1 – 2000 Antwerpen. The Harbour House is closed on Saturday and Sunday.

- **CHANGE OF MONEY**

You will get the best rate at the exchange office "Goffin - Baslé" .
<http://www.goffin.be/>

Offices:

Offerandestraat 7, 2000 Antwerpen
Tel: 03/485 64 99

Falconplein 1, 2000 Antwerpen
Tel: 03-233.01.06

Opening hours:

Mo - Fri 09:30 - 19:00
Sat 10:00 - 18:00
Sun closed

Mon - Fri 09:00 - 18:00
Sat 09:00 - 16:30
Sun closed



Dambruggestraat 5, 2000
Antwerpen
Tel: 03-213.08.71

Mon - Sat 09:00 - 19:00
Sun closed

Suikerrui 36, 2000 Antwerpen
Tel: 03-232.20.56

Mon - Sat 09:30 - 18:00
Sun closed

Hovennierstraat 2, 2000 Antwerpen
Tel: 03-290.74.31

Mon - Thur 09:00 - 16:45
Fri 09:00 - 16:00
Sat - Sun closed

- **CREDIT CARD STOLEN/LOST**

- American Express 02 676 21 21
- Diners Club 02 206 98 00
- Eurocard/Mastercard 070 34 43 44
- Visa 070 344344