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LENA Partner Meeting in Szombathely

28–29 June 2017, Szombathely, Hungary

The second official partner meeting of project LENA will be held in Szombathely (Hungary), between **28–29 June 2017**. The working language of the meeting is English.

Venue: [Hotel Claudius****](#). Lunch, coffee breaks and three dinners will be covered by the event budget. All partners need to cover travel expenses, daily allowance and accommodation. Your expenses should be charged on Travel and Accommodation Budget Line in WP1 Project Management.

We kindly invite you to officially register for the meeting before the 9th of June 2017 by filling in the registration form you will find [here](#). Please help our associated partners and external stakeholders by listing them on the form, if they need it.



Preliminary Agenda

Tuesday, 27 June 2017		
Time	Programme	Comments
By 18:00	Arrival of participants and ad hoc meetings	Ad hoc meetings for those who arrive earlier
19:00 – 21:00	Official project dinner at “Tóvendéglő”	Ten minutes’ walk from the hotel Presentation by Georg Frank from Danube Parks
Wednesday, 28 June 2017		
Time	Programme	Comments
09:00 – 09:30	Registration	
09:30 – 10:00	WP2 Communication	Presentation of the Communication Plan
10:00 – 10:30	Coffee Break	
10:30 – 12:00	WP3 Tools	Overview of questionnaire on baseline and stakeholder mapping, Overview of progress on guidance documents
12:00 – 13:00	Lunch	
13:00 – 14:30	WP4 Human Capital Actions – E-mobility workshop	General overview of e-bike technology, Requirements e-manager, Results of data collection, Discussion.
14:30 – 15:00	Coffee Break	
15:00 – 16:00	WP6 Policy	Details of the template / questionnaire, Questions & Answers
16:00 – 17:30	WP4 Human Capital Actions – Danube Guides	Overview of activities on Danube guides – presentation and moderated discussion
19:00 – 21:00	Official project dinner at “Café Móló”	In the City Centre
Thursday, 29 June 2017		
Time	Programme	Comments
09.15 – 09.45	Steering Committee meeting	Report minor changes, Report financial spending, Reporting to date, Quality assurance.
09:45 – 10:30	WP1 Session on reporting	Presentation of overall system of reporting, procedure, deadline; Pass through reporting template and the different sections
10:30 – 11:00	Coffee Break	
11:00 – 12:00	WP1 Session on reporting	Financial reporting: template; Documents for First Level Control

12:00 – 13:00	Lunch	
13:00 – 14:00	WP5 Nature Capital Actions	Small-Group Sessions: - Wild Plant Actions - Fish Market - Sustainable Agriculture
14:00 – 15:00	Questions & Answers	
17:00 – 20:30	Field trip to Oszkó	Good practice in developing rural tourism * By bus from the hotel at 16:30

Practical information

Travelling to Szombathely

We suggest three options, besides coming by car:

- Travelling to Vienna by plane, then get to Szombathely by train (with one change in Sopron)
- Travelling to Budapest by plane, then to the Keleti Railway Station (if choosing this one, we can help you to get transfer for 15 EUR) where you can catch a direct train to Szombathely.
- Travelling to Vienna by train, then you can get to Szombathely also by train (with one change in Sopron).

Information on Hungarian Railway's time table can be found [here](#).

Venue

The address of [Hotel Claudius](#) is: Bartók Béla krt. 39., 9700 Szombathely, Hungary

The price for a room in the hotel is as follows:

- Single standard room: 15 900,- HUF (≈ 52 EUR)
- Double standard room: 19 900,- HUF (≈ 65 EUR)

The price includes:

- Buffet breakfast;
- Sauna, fitness, billiard;
- Wi-Fi;
- Central hotel safe.

Note: **DO NOT USE** booking.com or other aggregator website to book your reservation, as this way they cannot guarantee the reduced price. **Please use the following e-mail address directly, with a reference to project LENA:** claudius@claudiushotel.hu



Important places

A: Railway Station

B: Hotel Claudius

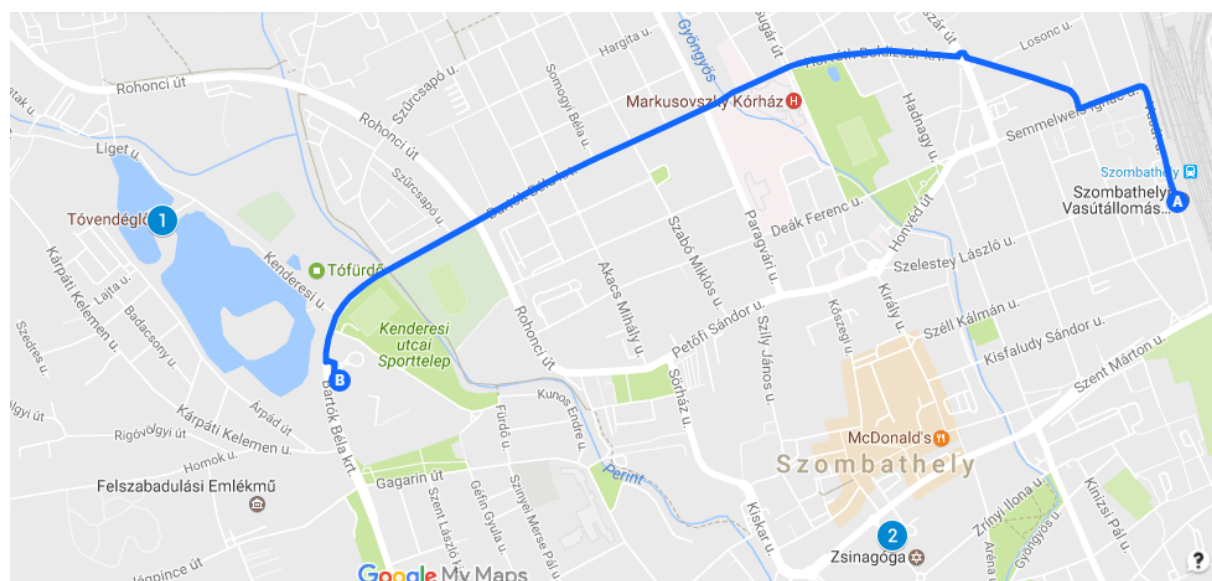
1: Tóvendéglő (venue for the first dinner)

2: Café Móló (venue for the second dinner)

For further use, you can find this map online [here](#).

To reach the venue from the Railway Station you can use:

- Local bus transportation (line 2A): twice each hour (:00 and :30)
- Taxi with fixed fare: <http://citytaxiszombathely.hu/> (+36 80 626 262) or <http://radioszombathelytaxi.hu/> (+36 80 620 620)



Note: you cannot pay for bus and taxi with EUR, therefore we recommend to have HUF with you. There is no money-changer at the railway station, however you can withdraw money from the ATM.

If you need any further information, call:

- Delinke: +36 30 488 8974, or
- Zsombor: +36 30 724 6815

We are looking forward to see you in Hungary!