



UNITED NATIONS  
*Office on Drugs and Crime*

**Open-ended intergovernmental expert working group on countering money-laundering and promoting judicial cooperation  
Vienna , 30 June -2 July 2008**

**INFORMATION NOTE FOR PARTICIPANTS**

**Place, date and time:**

The Meeting will be held at the Vienna International Centre, Wagramer Strasse 5, 1220 Vienna.

The meeting opens on Monday, 30 June – 2 July at 10:00 am in UN/UNIDO Board Room, C04.

**Secretariat contact details:**

Policy Support Section  
Division for Treaty Affairs  
United Nations Office on Drugs and Crime  
Fax: (0043-1) 21346 5152 or 21346 4092  
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**Registration:**

Participants may register for the Meeting at the Registration Desk located in Gate 1 where all conference passes will be issued.

On the first day please arrive at 8:00 am at the Registration Desk and ensure you have your passport for identification purposes.

**Transportation:**

Participants are expected to arrange their own transportation to and from the Airport and the Conference Centre.

**Visas:**

Participants who require a visa for entry in Austria can secure their visas at the nearest Austrian diplomatic or consular office, or any diplomatic or consular authority of any State participating in the Schengen Agreement and acting on behalf of Austria. (Belgium, Germany, France, Italy, Luxembourg, Netherlands, Portugal, Spain and Greece)

**Hotel:**

Participants are requested to make their own hotel arrangements or contact their Permanent Missions in Vienna for assistance.

**Documentation:**

Documentation will be electronically available in all the official United Nations languages at the Internet Page of the United Nations Office on Drugs and Crime, and could be accessed through the following address:

<http://www.unodc.org/unodc/en/commissions/UNGAS/S/01-Preparations.html>

**Post, telephone, telegrams and telefax:**

A post office on the first floor of building C of the VIC provides all regular postal services. Facsimiles and long distance calls can only be transmitted and made from the Post Office or from coin-operated booths.

**First aid**

Medical attention is available from the clinic operated by the Joint Medical Service, F building, 7th floor (extension 22223/22224).

**Banks**

Bank services are provided by the Bank Austria Creditanstalt-Bankverein (first floor of building C of the VIC or at the entrance level of building D). Both branches are open Monday, Tuesday, Wednesday and Friday from 9:00 a.m. to 3:00 p.m. and on Thursday from 9:00 a.m. to 5:30 p.m.

**Catering services**

Catering services (F building, entrance level):

Cafeteria:

Serves breakfast and lunch from 7:30 to 10:00 a.m. and 11:30 a.m. to 2:45 p.m.

Restaurant:

11:30 a.m. to 3:00 p.m.

Bar:

4:30 to 8:00 p.m.

Coffee corner:

(C07 & C04): 9:00 a.m. to 4:30 p.m.