



Administrative Information

Title	41st MAG Meeting
Dates	08-10 April 2019
Venue	Divani Caravel Hotel, 2 Vassileos Alexandrou ave. 16121 Athens, Hellenic Republic (https://divanicaravelhotel.com/)

Application Procedure In order to ensure problem-free administration of the entire event, participants are kindly requested to complete the Online Registration Procedure not later than 29 March 2019 via the following link: <https://www.racviac.org/register/41st-mag-meeting> . The address is active and verified, and can be used immediately. If you are for some reason experiencing difficulties, e-mail us and we will provide you with the required assistance.

Local Transportation All participants are expected to arrive to Athens, Hellenic Republic, on Monday, 08 April 2019, while Wednesday, 10 April 2019, is designated as the departure day. In accordance with the registration data, Hellenic National Defence General Staff will provide local transportation: transfers from the Athens Airport/Main Railway Station/Main Bus Station to the Hotel and back on the departure day, as well as during the scheduled official dinner in Athens.

Accommodation All participants will be accommodated at the Divani Caravel Hotel in Athens. The MAG Secretariat will book the hotel rooms in advance for all nominated participants. Therefore, it is very important that all participants complete and submit their Registration in full and on time. The cost of Bed and Breakfast per person/per night is 130 Euros (VAT included). Local tax, which is not included in this price is 4€ per person, per day. Payments in the Hotel can be made only with all major credit/cash cards. Please note that the check-in is from 2 pm, while check-out time is 12 pm.

Meals During the event RACVIAC and the Hellenic National Defence General Staff will provide meals (breakfast, lunch, dinner) and coffee breaks for all participants and lecturers. The restaurant can provide meals in accordance with specific dietary requirements if requested for during the registration process.

Finances In accordance with the RACVIAC current Travel reimbursement policy, RACVIAC will cover travel expenses for up to 2 national representatives from the Republic of Albania, Bosnia and Herzegovina, the Republic of North Macedonia, Montenegro, Republic of Serbia and one national representative from the Republic of Croatia, Hellenic Republic, Romania and Republic of Turkey, while the Hellenic National Defence General Staff will cover accommodation costs of the aforementioned national representatives (for up to 2 nights each). Any additional members of personnel attending the Meeting will have to cover their expenses on their own. The national representatives from Associate Members, Observers and participants will cover travel and accommodation costs on their own.

Liabilities and Insurance In case of medical emergencies, the costs should be covered by the participant's medical insurance provided by the originating country.

Administrative Services Regular administrative services will be provided by RACVIAC. Any additional administrative requirements must be arranged prior to arrival. The working language is English.

Dress Code Event activities: jacket and tie or service uniform.
Event Welcome dinner: jacket and tie/dresses.
Event Official dinner: smart casual

Visas It is not anticipated that participants will need a visa to enter the Hellenic Republic. For all information regarding visa requirements for Hellenic Republic please visit the Ministry of Foreign Affairs' official website, <https://www.mfa.gr/en/visas/>. Please bear in mind that you need to initiate the visa issuance procedure on time.

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