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## Logistical information, travel arrangement and accommodation

Dear participants,

Please find enclosed more practical details about the travel arrangement and reimbursement for the upcoming youth conference in Krusevo, Macedonia.

### 1. Travel expenses

Each participant is responsible for booking their own tickets.

Please contact us on [conference2010@youthalliance.org.mk](mailto:conference2010@youthalliance.org.mk) if you have any questions about your travel arrangements.

The organizer will cover the travel expenses. Please keep all the original receipts. Please use public transportation.

**Please try to use the cheapest possible transportation!**

Due to the strict funding conditions, please follow these requirements:

- Travel must be economy class and based on the cheapest means of transport to the venue,
- Documentary evidence must be provided for all travel tickets (original ticket plus the invoice or copy of credit card statement). Price in the local currency must be visible on the ticket.
- Electronic tickets will only be accepted on presentation of boarding passes. Boarding passes must be presented in paper copy (internet or mobile phone seat allocations will not be accepted).
- **All must be return tickets and must be purchased before arrival at the conference venue.** Only tickets presented on arrival will be included in reimbursement.

- One copy of all travel tickets must be presented on arrival at the conference venue.

## 2. Arrival and departure

According to the plan, you should arrive in Macedonia, Skopje on September 03 (Friday), 2010 and leave on September 07 (Thursday), 2010.

**You are expected to arrive to Krusevo no later than 20:00h** (Time zone - GMT+01:00), 07 (Friday), 2010 and I am sending to you more additional information how to get there.

**Please be on time!**

### How to get to Macedonia - Skopje?

**By air:** International airport in Skopje and connect Macedonia with several major European cities. Close regional airports in Belgrade, Sofia and Thessaloniki can also be used, as they are all within a few hours' drive from Macedonia.

If there is no airport shuttle bus, travelers are obliged to take a taxi for the 17 km trip to Skopje. This costs around 600 MKD (10 EUR). (Ask for the bus at the day of your arrival at the airport.)

**By train:** An international train, operating twice daily, connects Ljubljana, Slovenia and Thessaloniki, Greece by way of Macedonia. Stops include Tabanovce (the Macedonia-Serbia border crossing point), Kumanovo, Skopje, Veles, Gradsko, Negotino, Demir Kapija, and Gevgelija (Greek border crossing point). (The Train and the Bus station are in the same building in Skopje.)



**By car:** The international highway E-75 runs north-south from Serbia to Greece, bisecting Macedonia. This is the most common route for overland tourists to take for entering Macedonia. There are also good roads connecting the country with Bulgaria to the east and Albania to the

west.

**By bus:** A number of bus lines connect Macedonia with all neighboring countries and other European cities. Buses are frequent, and offer relatively inexpensive fares and professional service.

### **How to get to Krusevo from Skopje and from Struga?**

Skopje's Bus station offers two lines from Skopje to Krusevo and vice versa (630 DEN, approx. 10,2 EUR - two way ticket). If you cannot make it on time, there are more lines from Skopje to Prilep (400 DEN, approx. 7 EUR - one way ticket). Choosing to travel Skopje-Prilep you need to catch a bus from Prilep to Krusevo (100 DEN, approx. 1,6 EUR - one way ticket). From Struga to Krusevo departure time for bus are 17:00 every day. Choosing to travel from Struga to Krusevo (DEN 600 approx. 10 EUR two way ticket)

This applies for the participants from Macedonia, too. Notice that there are bus lines from Bitola to Krusevo.

Bus lines from Skopje to Krusevo:

- 07:45 (GMT+01:00) – Travel agency "Scorpion Travel";
- 16:45 (GMT+01:00) – Travel agency "Scorpion Travel".

Bus line from Struga to Krusevo:

- 17:00 (GMT+01:00) – Travel agency "Scorpion Travel".

Visit Skopje's Bus station at [www.sas.com.mk](http://www.sas.com.mk)



### **When you get to the Hotel Montana in Krusevo**

When you get to the Hotel Montana, please report yourself at the hotel reception, some of the organizers will be there.

### **3. Accommodation (details)**



The activities will take place in Krusevo. You can learn more about Krusevo and Republic of Macedonia at:

[www.exploringmacedonia.com](http://www.exploringmacedonia.com)

and

The accommodation will be in double bed rooms in 4 stars Hotel in – Krusevo, as I mentioned.

### **4. Visas**

The responsibility for visa is yours and please check with the nearest consular representative of the Republic of Macedonia whether you need a visa for Macedonia. If yes, please inform us as soon as possible so that we could send an official letter of invitation if necessary. The experience has shown that most of the countries do not need visas whereas those who need they can obtain at the border without official invitation. Please double-check this with the consular representative of the Republic of Macedonia in your country. You can find their contact details at: [www.mnr.gov.mk](http://www.mnr.gov.mk) .

### **5. Currency and exchange rates in Macedonia**

Macedonian denar is the national currency in the Republic of Macedonia.

#### **Exchange rates:**

1 EURO = approx. 61.4 Macedonian denars.

It is recommended to exchange your money in an exchange office. The rate is almost the same everywhere. In Krusevo you can use credit cards on the spot, except at cash machines and banks.

## **6. Prices in Macedonia (FAQ)**

The beer in a coffee bar costs from 80 to 100 denars and more, Coca-Cola 50 -80 denars, sandwich from 50 and more.

## **7. Internet access for participants**

in the hotel are free wireless internet access

## **8. Weather**

Early September in Krusevo is extremely variable with temperatures between averaging 5-25°C. Please be prepared for both sunny & warm weather and windy, rainy & cold weather!

## **9. Insurance**

Participants are requested to arrange insurance by themselves or through their organizations.

## **10. Alcohol and attendance policy**

Rules about alcohol and attendance are in place for your security and safety. We must also follow these rules to meet the criteria of the venue and criteria of organizers.

- Alcohol can only be consumed in certain places (bar & common rooms). Alcohol cannot be consumed in sleeping rooms.
- It is not permitted to drink alcohol during the day or any of the sessions.
- **Participants must attend all sessions and be on time for sessions!**

**Please also note that smoking is only allowed outside at smoking areas.**

## **11. Web sites and links**

If you need more info about the weather forecast, exchange rates, traffic and news from Macedonia, please visit: [www.exploringmacedonia.com](http://www.exploringmacedonia.com) , which includes information on the arts, food, history, politics, religion, and more.

For more information about the issues mentioned above, please contact:

[Conference2010@youthalliance.org.mk](mailto:Conference2010@youthalliance.org.mk)

or at phone:

+389 77 512 270

Att. Miss. Ancica Vladimirova