

Dear Colleagues,

On behalf of the Host Country COP 14 Team, I would like to provide you with important update regarding preparations to the COP 14 in Poznan, in particular regarding accommodation for participants.

During the last SB session in Bonn (2-13 June), many Parties, in particular non-Annex I country Parties, expressed their concerns regarding availability of accommodation in Poznan, high prices and not favourable booking conditions, including early full prepayment deadlines.

Responding to the above concerns, on 11 June, the delegation of Poland organized a briefing on the preparations to COP 14. The purpose of the briefing was to provide the delegates with comprehensive information regarding the arrangements that have already been made by host country for COP 14. Practical information on host city Poznan, Conference Venue, transportation and accommodation was provided. The presentation made during the briefing can be downloaded from host country website [www.cop14.gov.pl](http://www.cop14.gov.pl):

[http://www.cop14.gov.pl/files/COP\\_14\\_Presentation\\_Bonn.pdf](http://www.cop14.gov.pl/files/COP_14_Presentation_Bonn.pdf)

Among other issues, in the presentation you can find a 4-step easy procedure how to book accommodation for COP 14 with assistance of the appointed central accommodation operator – WTC Poznan. The procedure is described in details on the website [www.cop14.gov.pl](http://www.cop14.gov.pl)

**Important dates:**

To facilitate reservations for Parties, we kindly ask you to send accommodation request forms by 31st of July. Allocation of Observers and Media starts 1st August (the applications may be sent earlier).

Poznań and its surrounding area within a radius of 60 km offer great and diverse accommodation capacity estimated for over 8 thousands participants. It includes hotels from 2 to 5 stars, manor houses, apartments, flats, houses and good standard hostels (single, double, studio-style).

WTC Poznań as the central operator prepares the accommodation proposals in cooperation with the following subcontractors

Orbis Travel (main hotels in Poznań)  
Holiday Travel (hotels in Poznań and surroundings)  
Locum Service (apartments, flats, villas, houses, manor houses)  
„Zimny” (apartments, flats, villas, houses, manor houses)  
„Przemysław” (apartments, flats, villas, houses, manor houses)

Please, send all your remarks on [cop14accommodation@wtc-poznan.com.pl](mailto:cop14accommodation@wtc-poznan.com.pl) – WTC Poznan supervises the process of accommodation constantly.

The role of WTC Poznan is to help the delegations (Parties, Observers and accredited media only) to find suitable and affordable accommodation. Please note that WTC Poznan does not put any additional fee for its service. Our intention is to ensure full transparency of the booking process with no additional costs.

Although during the briefing concerns raised regarding accommodation, specifically regarding existing capacity have been addressed, some of them remained regarding high

prices and inadequate booking conditions. They were reflected in the final report of SBI, which requests the Secretariat to prepare report on accommodation situation in Poznan during COP14 and appeals to Host Country Poland to undertake measures to make the conditions acceptable for non-Annex I Parties.

As a host country we fully understand the remaining concerns regarding prices and booking conditions. No one can be excluded from the process because of that. As already declared in Bonn, we are currently working on the possible comprehensive solutions to ensure accommodation affordability for all participants. Despite the free market conditions in Poland, which limit the possible measures that can be taken to intervene in the market, we are being implemented all accessible instruments and measures which could help us to provide you with adequate and affordable accommodation during COP 14. Some progress has already been made and media and public opinion interest in the matter raised, although we do hope to address all expressed concerns soon. As I mentioned above, special attention is to be paid on transparency and affordable conditions for all participants. We will inform you accordingly on regular basis about progress on this issues through the host country website [www.cop14.gov.pl](http://www.cop14.gov.pl) before Accra talks.

As many delegations requested additional information regarding location of particular hotels and transportation options, I have the pleasure to inform you, that we decided to put on the host country website the Poznan city map, where you will be able to find the location of hotels and other accommodation, including the distance from the Conference Venue – Poznan International Fair. We do hope that this will facilitate your booking process with assistance of WTC Poznan - central accommodation operator.

Regarding local transportation, I would like to inform you that public transportation In the city limits will be available free of charge. In addition to that, the public transportation network (buses and tramways) will be adapted to hotel locations. Dedicated shuttle service for participants, covering air port, central railway station and a number of accommodation facilities will be available at reasonable price (special tickets). This will also apply to regional trains – the fastest transportation option. Please note that we are fully aware of your concerns regarding transportation options from distant places, including those outside Poznan. Those who will stay outside Poznan will be able to use dedicated shuttle service at least in the morning and evening hours.

Special arrangements will be made in case of night session. More details will be available in due time.

I would like to point out, that so far many Parties did not contact WTC Poznan regarding accommodation needs. About 130 Parties have provided us with preliminary information on the composition and dates of stay during COP 14. About 60 Parties have finalized or in a final stage of finalization of their bookings. About 30 Parties have not responded at all to accommodation proposal provided by WTC Poznan, which resulted in cancellation of preliminary reservation. Still more than 60 Parties did not provide us with any information on their expected delegations to COP 14.

As a COP14 Team we are fully committed to assist you in the process of booking adequate and affordable accommodation. Therefore we kindly ask you for active cooperation in this matter. Those who have not responded so far due to several reasons are kindly requested to contact WTC Poznan. Please download the accommodation request form here:

[http://www.cop14.gov.pl/files/artykuly/COP\\_14\\_reservation\\_form.doc](http://www.cop14.gov.pl/files/artykuly/COP_14_reservation_form.doc)

fill in and send to WTC Poznan:

Fax (+48 61) 869 26 84

E-mail: [cop14accommodation@wtc-poznan.com.pl](mailto:cop14accommodation@wtc-poznan.com.pl)

as soon as possible, even if as today you are not able to provide names of your delegates or exact dates of stay. In the request form you can provide additional information on particular preferences or existing limitations. This would help WTC Poznan a lot in providing you with affordable accommodation offers.

Those who are attending the ECOSOC session in New York are warmly invited to participate in Poland's COP14 briefing, which will be held on 11th June at the UN HQ in New York, conference room 3, from 10:00 to 12:00.

Please remember that COP 14 Team always remains at your full disposal in case of any needs for assistance, requests for clarification etc. Please do not hesitate to contact Mr. Jacek Mizak, External Relations Coordinator when you encounter any difficulties with your booking:

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With kind regards,

Malgorzata Snarska

Head of COP14 Team