

**Video Conference Facilities at the Venue of the
UN Climate Change Conference, COP14
Poznan, Poland**

A video conference service is available, on a commercial basis, for use by participants to the conference that wish to conduct a video conference with counterparts anywhere in the world.

Location: Hall 14B room 301 (third floor), Booking office room 302.

Contact: Monika Stepień, phone +48 61 869 28 91, email cop14@mtp.pl

Opening hours: 9 – 19

The video conference service uses standard ISDN or Internet IP connections and is compatible with any similar video conference installation.

Costs and payments

- a. The requestor must submit a video conference request form. This form must provide all needed information and requires a prepayment for first hour.
- b. The prepayment for one hour is 400 PLN + VAT (488 PLN gross).
- c. Every next hour costs 300 PLN + VAT (366 PLN gross) (billed on 'per minute' basis)
- d. Outgoing calls are billed according to a standard rate card available in the booking office.
- e. Costs of ISDN, indicated in billing, will be charged additionally.
- f. Use of Internet connection for IP-based video conference is free of unit charges.
- g. Payments are accepted in cash PLN or by credit card.

VAT invoice will be issued on request based on the provision of:

- a. Name
- b. Address
- c. Taxpayer identification number (Europe)

Technical information

ISDN telephone numbers

+48 61 66 11 219 (main, incoming)

+48 61 66 11 209

+48 61 66 11 284

+48 61 66 11 170

Internet address

IP 93.157.129.33