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# Global Finance Partner Forum

VIENNA, AUSTRIA | MAY 28-30, 2024



## LOGISTICS NOTE

### VENUE

The 2024 Global Finance Partner Forum will be held at the World Bank Group office in Vienna, Austria, at the following address:

#### World Bank Group

Praterstrasse 31, Floor 1  
1020 Vienna, Austria  
Phone: +43 1 2170797  
Conference room: Vienna WB 1-34/ WB 1-35

### TRAVEL AND ACCOMMODATION

Participants are responsible for their own travel and accommodation arrangements, and payment. Most of the participants are expected to arrive in Vienna on May 27<sup>th</sup> and leave on May 30<sup>th</sup>.

The World Bank has blocked a limited number of rooms at the **Sofitel Hotel**, at the special rate of EUR 230 per night (standard single room), excluding breakfast. Breakfast will be provided at the World Bank Group office.

**We ask all participants to please reach out to Oxana and Cherry (see contacts below) to assist you with booking a room at Sofitel hotel.** Please note that each guest will be responsible for paying for the accommodation, including any additional charges and fees, directly to the hotel upon checkout. Room at the Sofitel Hotel will not be available for the Forum participants after May 5<sup>th</sup>. Participants who register after the cut-off date are kindly requested to look for alternative accommodation. Please note that May is a very busy season for Vienna with most of the downtown hotels running out of capacity very quickly.

**Sofitel reservations:** Guests will not book a room directly with the Sofitel Hotel. The reservation will be guaranteed based on the guest list provided by the World Bank. Therefore, each registered participant will be contacted by Oxana and Cherry to complete a short form to guarantee the reservation. You can also reach out to Oxana and Cherry directly in case of any questions:

**Oxana Shmidt:** [oshmidt@worldbank.org](mailto:oshmidt@worldbank.org) and  
**Cherry Hodak:** [chodak@worldbank.org](mailto:chodak@worldbank.org)

The Sofitel Hotel is a few minutes walking distance away from the World Bank office:

#### Sofitel Hotel

Praterstrasse 1  
1020 Vienna  
Tel: +43 1 906160  
Email: [sovienna@so-hotels.com](mailto:sovienna@so-hotels.com)  
Website: <https://so-vienna.com/en/>

### REGISTRATION

Please ensure that you are registered to attend the Partner Forum as soon as your participation is confirmed. The registration link can be found [here](#). We welcome 2-3 senior representatives from each partner organization.

## FACILITIES

Upon arrival at the World Bank Office, we will provide you with an access code that will give you access to the conference facilities on the building's first floor. Please do not share the code.

Coffee, light refreshments and lunch will be served at the Forum venue throughout the event. Please [let us know](#) if you have any food allergies or special dietary needs.

## DOCUMENTS, WEBSITE AND INTERNET

The Forum aims to utilize digital technologies whenever possible to reduce printing and minimize our footprint. Please note that all documentation (agenda, Forum information, etc.) can be found on the official [Partner Forum website](#).

WiFi connection will be available in the meeting rooms. The password will be provided upon arrival.

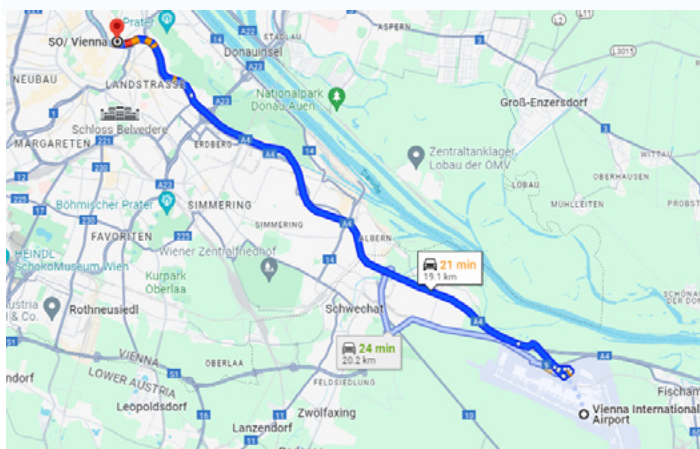
## IN/OUT TRANSPORTATION

The Sofitel Hotel is located approximately 20 minutes away from the Vienna International Airport (19km). Taxis are always available outside the passenger terminal.

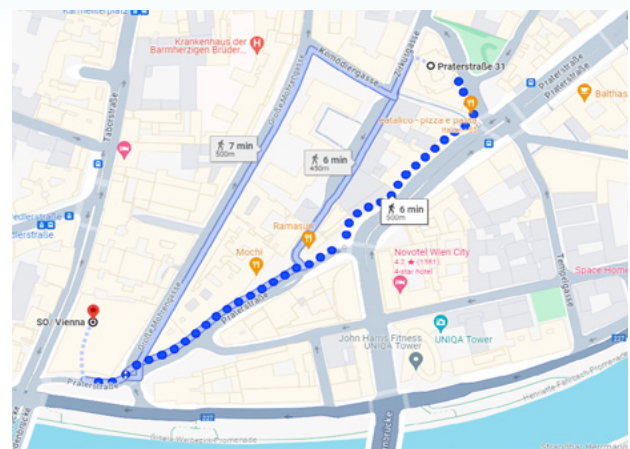
You may also use the city airport train (CAT) instead of a taxi. CAT trains arrive at the Wien Mitte Station, located approximately 15 minutes' walk (1100 m) away from the hotel (or one metro station if using the metro from Wien Mitte).

## MAPS

**From the Airport to Sofitel**



**From the Sofitel to World Bank Vienna Office**  
- 500 m on foot



## CONTACT

For general questions, please contact Elena Babkova | [EBabkova@worldbank.org](mailto:EBabkova@worldbank.org) | +1 (202) 640 3092.

We look forward to seeing you in Vienna!

For all the latest information, please visit: [Global Finance Partner Forum](#) website.